

TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
AGENDA FOR
Wednesday, February 21, 2018 – 6:00 p.m.
Algoma Town Hall
15 N. Oakwood Road, Oshkosh, WI 54904

AGENDA

The Board may discuss and act on the following:

1. Call to Order.

- A. Pledge of Allegiance.
- B. Roll Call.

2. Review and approve the minutes of the following meeting:

- A. Monthly Town Board Meeting dated January 17, 2018.

3. Review and approve February 2018 disbursements.

4. Public Forum (Only items on the agenda).

5. Committee Reports.

- A. Fire Department Chief.
- B. Economic Development Committee.
- C. Planning Commission.
- D. Parks Committee.

6. Monthly Financial Statements and Financial Report.

7. Administrator Report.

- A. Noise Ordinance
- B. 2017 AFG Grant
- C. 2018 City of Oshkosh Attachments
- D. State Senator Dan Feyen Town Hall Meeting
- E. Land Use and Subdivision Development Ordinance

8. Business.

- A. Discussion and possible action re: Contract with East Central Wisconsin Regional Planning Commission for \$31,500 to assist with the update of the Town of Algoma Comprehensive Plan.
- B. Discussion and possible action re: Conditional Use Permit for Skipper Real Estate Holdings, Inc. (Skipper Bud's at 2060 Omro Road).
- C. Discussion and possible action re: Operator License for the period ending June 30, 2018 for Thomas E Beck.
- D. Discussion and possible action re: Appoint alternate to sign checks.
- E. Discussion and possible action re: Certified Survey Map for 3420 W 9th Street.
- F. Discussion and possible action re: 2017 Budget carryover.

9. Adjourn.

The Town Board meets regularly the THIRD WEDNESDAY OF EACH MONTH AT 6:00 p.m. (unless otherwise noted) at the Municipal Building (Town Hall), 15 N. Oakwood Road. ALL MEETINGS ARE OPEN TO THE PUBLIC.

NOTE: It is possible that members of other governmental bodies of the municipality may be present at the above scheduled meeting to gather information about a subject over which they have decision-making responsibility. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, call the Town Hall office at 920-235-3789.

Posted: Town of Algoma Municipal Building
Service Oil Co.
www.townofalgoma.org

Date Posted: February 16, 2018

**TOWN OF ALGOMA,
WINNEBAGO COUNTY, WISCONSIN
January 17, 2018**

The monthly Town Board meeting was called to order by Chair Rasmussen at 6:00 p.m.

The following Supervisors were present: Christopher Wright, Patricia Frohrib, Joel Rasmussen, Patricia Clark and James Marvin.

The following were also present: Administrator Ben Krumenauer and Clerk Deborah Stark.

On a motion by Supervisors Clark/Marvin, passed on a voice vote, the Board approved the minutes of the monthly Town Board meeting dated December 20, 2017.

On a motion by Supervisors Frohrib/Clark, passed on a voice vote, the Board approved the January 2018 disbursements.

No one came forward for the Public Forum.

The Fire Department provided a written report.

The Economic Development Committee discussed the most desirous properties in the Town for commercial development.

The Planning Commission recommends approval of the Zoning Map Amendment Request from the Oshkosh Area School District limiting the zoning change to Lots A and B.

Winnebago County Sheriff's Department Deputy asked if the Town had any concerns.

The Parks Committee recommends approval of the base bid for Jones Park provided by Vinton Construction at a cost of \$799,696.87.

The monthly financial statements were received.

The Administrator spoke concerning the 2017 building permit totals. The 2018 meeting schedule is available on the Town's website www.townofalgoma.org. WPS is trimming trees

and shrubbery around electrical poles and overhead wires and the Town will follow soon after to do their necessary trimming.

On a motion by Supervisors Wright/Frohrib, passed on a voice vote, the Board approved the Zoning Map Amendment Request from the Oshkosh Area School District limiting the zoning change to Lots A and B.

On a motion by Supervisors Wright/Clark, carried on a 5 – 0 roll call vote, the Board approved the base bid for Jones Park provided by Vinton Construction at a cost of \$799,696.87.

On a motion by Supervisors Clark/Wright, passed on a voice vote, the Board adjourned at 6:36.

Respectfully submitted,
Deborah L Stark, WCMC
Clerk

Date: February 15, 2018

To: Town of Algoma Board

From: Benjamin Krumenauer, Administrator

**Re: ITEM 8A: DISCUSSION AND POSSIBLE ACTION RE: CONTRACT WITH EAST
CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION TO ASSIST
WITH THE UPDATE OF THE TOWN OF ALGOMA COMPREHENSIVE PLAN
(\$31,500)**

INCLUDED IN YOUR PACKET

1. Contract scope with cost breakdown

ITEM DESCRIPTION

Item 8A relates to the proposed contract with East Central Wisconsin Regional Planning Commission. This contract is a planning based document required under State of Wisconsin's Comprehensive Planning Law (§ 66.1001).

COST OF CONTRACT

Proposed total cost of contract is \$31,500.

RECOMMENDATION

Plan Commission

Town of Algoma Plan Commission recommends approval of Item 8A with the following condition(s)

Condition(s): None

Carried 6-1

Administrator

Administrator recommends approval of Item 8A as stated.

Date: February 15, 2018

To: Town of Algoma Board

From: Benjamin Krumenauer, Administrator

Re: ITEM 8B: DISCUSSION AND POSSIBLE ACTION RE: CONDITIONAL USE PERMIT FOR SKIPPER REAL ESTATE HOLDINGS, INC. (SKIPPER BUD'S AT 2060 OMRO ROAD).

ITEM DESCRIPTION

Item 8B relates to a proposed Conditional Use Permit (CUP) for 2060 Omro Road. The site in question is the former Mueller Auto dealership and adjacent paved/unpaved parking lots. The applicant is requesting a conditional use in order to expand an already existing marina and marine business use to adjacent parcels.

RECOMMENDATION

Plan Commission

Town of Algoma recommended approval of Item 8B with the following condition(s)

Conditon(s):

1. Access be maintained along full length and width of Abraham Lane (private easement).
2. All development patterns and uses including access to adjacent parcels be supervised to ensure full compliance with local, county and state regulations.

Carried 7-0

Administrator

Administrator recommends approval of Item 8B with additional Plan Commission conditions.

Date: February 15, 2018

To: Town of Algoma Board

From: Deborah Stark, Clerk

Re: ITEM 8C: OPERATOR LICENSE FOR THE PERIOD ENDING JUNE 30, 2018 FOR THOMAS E BECK

ITEM DESCRIPTION

Thomas E Beck of 4541 County Rd K will be working at Serv U Beverage located at 2531 Omro Road Oshkosh WI 54904. Mr. Beck's background check came back without any violations.

RECOMMENDATION

Clerk recommends approval of the Operator License for Thomas E Beck.

Date: February 15, 2018

To: Town of Algoma Board

From: Benjamin Krumenauer, Administrator

Re: ITEM 8E: DISCUSSION AND POSSIBLE ACTION RE: CERTIFIED SURVEY MAP FOR 3420 W 9TH STREET.

ITEM DESCRIPTION

Item 8E relates to a proposed Certified Survey Map (CSM) located at 3420 W 9th Street. The applicant/owner is requesting a 5 lot consolidation that will create 3 new lots. It is the intent of the applicant to attach all or a portion of the CSM into the City of Oshkosh. The Town of Algoma and City of Oshkosh Boundary Agreement states that all land-use related changes must receive Town of Algoma approval. The Extraterritorial Zoning Committee is not required as only land use is being considered, not zoning.

RECOMMENDATION

Plan Commission

Town of Algoma Plan Commission recommends approval of item 8E with the following condition(s)

Condition(s)

1. CSM properly state that non-conforming structures be removed with follow up documentation regarding mutually agreeable timeline for removal with Town Staff

Administrator

Administrator recommends approval of Item 8E as stated above.

ITEM 8F: DISCUSSION AND POSSIBLE ACTION RE: USE OF 2017 BUDGET CARRYOVER

GENERAL INFORMATION

Action(s) Requested

Requesting consideration and direction regarding allocation of 2017 carryover funds (\$583,167.29).

Background Information

The Town of Algoma's regular fiscal year spans from January 1st to December 31st. During this time, Town staff makes every attempt to come as close to a balanced budget where both deficits and surpluses are minimized. Due to lower than anticipated contracts and additional revenues a final 2017 carryover of \$583,167.29 was achieved.

ANALYSIS

Thanks to staff efficiency and careful planning the Town of Algoma is expecting to see a substantial amount in unallocated funds carried over from 2017. This surplus is not from any one department but a total of all departments as well as greater revenues than anticipated. For a quick reference, please refer to the Treasurers report (Amended 2017 Budget vs. Actual Summary). The bulk of the funds was saved due to substantial public works savings with additional savings seen in all departments including general operations and personnel.

For your convenience, I have developed a priority list that staff feels are high priority projects. Additionally, I have placed dollar figures next to each item that best represents the expected cost for each consideration. Within the table are blank fields where additional ideas can be written down as well as another column where your cost allocations can be placed if you feel different considerations should be made.

Staff feels that a portion of the carryover should remain unassigned at this point to allow for 2018 unknowns such as 2017 AFG grant denial, project overruns, etc.

This process is designed to allow all of you to prioritize your thoughts and allow me to further understand your intent. If you have other ideas, I ask that you please email me your final carryover fund allocations by Tuesday February 20th so I can collect the recommendations, place the numbers into a master chart and provide you a clear comparison if necessary.

2017 Carryover Proposed Allocations

Administrator Proposal			Supervisor Proposal	
Project	Allocation	%	Project	Allocation
Fire Equipment*	\$11,512	1.97%		
New Parks	\$100,000	17.15%		
Reserve for Re-evaluation	\$10,000	1.71%		
Public Works	\$200,000	34.30%		
Unreserved	\$261,655.29	44.87%		
Total	\$583,167.29	100.00%		
			Total	\$583,167.29

* Fire Equipment is an annual addition provided through direct AFD budget savings.

RECOMMENDATION

Staff is seeking a positive affirmation of 2017 un-assigned funds to be allocated for community benefit projects as discussed and recommended by Board discussion.