

**TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
AGENDA FOR
Wednesday, August 15, 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 July 18, 2018.

3. Review and approve August 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. UW-Extension Capstone Grant Submission
- B. Town Projects and Updates
- C. Fall 2018 Newsletter
- D. Upcoming Events and Meetings

8. Business.

- A. Discussion and possible action re: Class "B" Fermented Malt Beverage License and "Class B" Liquor License for the period of July 1, 2018 through June 30, 2019 for R & S Beck Farm, LLC.
- B. Discussion and possible action re: Operator License for the period July 1, 2018 through June 30, 2019 for Madison M Steier.
- C. Discussion and possible action re: Ordinance to Amend Article III. Culverts and Driveways, Subsection 260 – 20. Driveway construction of the Code of the Town of Algoma, Winnebago County, Wisconsin
- D. Discussion and possible action re: Policy and Procedure for Citizen Input at a Town Board Meeting.

- E. Discussion and possible action re: Resolution No. 2018 – 03 Resolution for Changing the 2018 Budget.
- F. Discussion and possible action re: Resolution No. 2018 – 04 Resolution to withdraw funds from Oshkosh Area Community Foundation and extend life of the fund an additional two years.
- G. Discussion and possible action re: 2019 Assessed Paving.

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: August 09, 2018

**TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
July 18, 2018**

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

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

The following were also present: Administrator Ben Krumenauer, Treasurer Sue Drexler and Clerk Deborah Stark.

Winnebago County Deputy Sheriff Charlie Hebert introduced himself and said that he is now working this area and would stop in when possible.

On a motion by Supervisors Clark/Marvin, passed on a voice vote, the Board approved the minutes of the monthly Town Board meeting dated June 20, 2018.

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

No one came forward for Public Forum.

The Fire Department provided a written report. Their car show will be held Saturday, August 18, 2018.

The Economic Development Committee did not meet.

The Planning Commission recommends approval of the Certified Survey Map for parcels 002-0240-10 and 002-0239-10-01.

The Parks Committee met at Jones Park to view the progress.

The monthly financial statements were received. The preliminary budget calendar was discussed.

The Administrator reported that State Senator Feyen will hold an open meeting at the Town Hall from 4 – 5 pm on Tuesday, August 24, 2018. In the second quarter, building permits have

been let for the construction of six new homes. The name of Emmers Ln has officially been changed North Westhaven Dr.

On a motion by Supervisors Wright/Marvin, passed on a voice vote, the Board approved the Certified Survey Map for parcels 002-0240-10 and 002-0239-10-01.

On a motion by Supervisors Frohrib/Clark, passed on a voice vote, the Board approved the Operator Licenses for the period of July 1, 2018 through June 30, 2019 for Eugene H Becker and Jodi M Vandermolen.

A discussion was held concerning the storm and ditch maintenance projects. By consensus, the projects will be delayed until 2019. They all need to be done at the same time to obtain the best price. The Board also discussed the financial stake of property owners in some of these projects.

On a motion by Supervisors Frohrib/Wright, passed on a voice vote, the Board approved the reappointment of the Town Treasurer for three years.

On a motion by Supervisors Clark/Marvin, passed on a voice vote, the Board approved the reappointment of the Town Clerk for three years.

On a motion by Supervisors Wright/Clark, passed on a voice vote the Board adjourned at 7:34 p.m.

Respectfully submitted,
Deborah L Stark, WCMC
Clerk

Town of Algoma Fire Department

July 2018 Report

1. Fire Department Run totals : 24
2. Fire Department Training
 - **Firefighters:**
 - **7/2/18 6:30pm-8:30pm:** Member trained: Aircraft training, Foam Systems, Scene size up, Radio operations, Apparatus Driving, Squad 21 pumping,
 - **Members Present: 15**
 - **7/16/18 6:30pm-9:00pm:** Members trained: Extrication, Small equipment operations.
 - **Members present: 10**
3. First Responders Business Meeting: 7/24/18 6:30pm Cancelled
4. First Responder Training: 7/24/18 Cancelled
5. Fire Business Meetings:
 - Fire Board of Directors meeting: 7/11/18 5:30pm Cancelled
 - Firefighters Monthly meeting: 7/11/18 7:00pm
6. Special Meetings:
 - Winnebago 911 Meeting 7/25/18 6:30pm
7. Senior Officer Projects:
 - Building pre-plans & Tours
 - Membership Recruitment
 - New Member Orientation
 - 2018 Training

Scott Groth
Fire Chief
Town of Algoma Fire Department

**Town of Algoma Fire Fighters
Monthly Business Meeting Minutes
July 11, 2018**

1. Assistant Chief Breu called the Town of Algoma Fire Fighters Monthly Business Meeting to order at 7:07 PM.
2. Sheriff's Deputy not present.
3. Secretary's report dated June 13, 2018 approved.
4. Treasurer's report was read and approved.
5. Training Officer's Report
 - Next drill is Monday, July 16 at 6:30 pm.
6. Truck Report
 - When doing truck checks verify there are 12 cones on each of the Engine, Rescue, and Squad.
 - Engine 21 sometimes starts hard. If it cranks, but won't start, turn it off and start try again.
 - Leave the lights on in the Grass.
 - Make sure the fuel and choke are turned off on the small engines when putting them away.
 - Do not turn off the Opticoms.
7. Chief's Report
 - Nothing.
8. Old Business
 - Car Show
 - A planning meeting will occur during the next week or two. If you are interested in attending, contact Kevin Sawicki.
 - Don Houde will be the DJ at the car show.
 - Kevin Sawicki shared information and costs on advertising.
 - There will be set-up on Friday afternoon/evening. .
 - Uniforms and Duty Shirts
 - If you have not been measured for uniforms, he will be at the station July 17.
 - Contact Keith Breu if you have not received your new wicking and cotton t-shirts.
 - Buffalo Wild Wings
 - The fundraiser is scheduled for Saturday, July 21.
 - The schedule will be set up with two shifts on Saturday at BWW.
 - Trucks will be washed Friday at 5:30.
 - New Member Recruitment
 - We will put out some information at the car show.
9. New Business
 - Winnebago County Fair Bartending
 - We tend bar on Thursday, August 2 from 3 pm until about 11 pm. There will be a sign-up sheet and passes at the station.
10. Membership Update
 - Nothing.
11. Membership Forum
 - Discussed taking a truck to the Warriors on the Water on August 11 at Skipper Buds.
12. Correspondence
 - None.

13. Incident Reports

- 18-26 1248 Welsh Haven Dr – CO alarm; faulty detector
- 18-27 Hwy 21 & Leonard Pt Rd – vehicle accident; scene safety and clean up
- 18-28 3978 Hwy 21 – vegetation fire; extinguished upon arrival
- 18-29 3539 Witzel Dr, west of Oakwood Rd – fire alarm; false alarm
- 18-30 978 Wylde Oak Dr – first responder lift assist

14. The next drill is Monday, July 16, at 6:30 pm.

15. Roll call taken with 18 members present.

16. Motion by Mark Thompson to adjourn, second by Paul Friday; motion passed unanimously.

End of Meeting at 7:45 pm.

Submitted by Secretary Lisa Breu

TOWN OF ALGOMA FIRE DEPARTMENT

FIRST RESPONDERS

THE DESIRE TO SERVE

THE ABILITY TO PERFORM

THE COURAGE TO ACT

Minutes to the July 24, 2018
Business Meeting

- Meeting cancelled by Chairperson Michelle Fitzpatrick due to lack of agenda material.

Respectfully Submitted

Glenn Demler Secretary/Treasurer

CANCELLED – DUE TO LACK OF QUORUM

**TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
ECONOMIC DEVELOPMENT COMMITTEE MEETING**

Wednesday, August 1, 2018 at 6:00 p.m.
15 N Oakwood Road Oshkosh, WI 54904

AGENDA

The committee may discuss and act on the following:

1. CALL TO ORDER

- a. Roll Call

2. PUBLIC FORUM (Agenda items only)

3. BUSINESS

- a. Discussion and possible action re: Minutes from April 4, 2018 meeting.
- b. Discussion and possible action re: UW Capstone Project Discussion.

4. ADJOURN

The Economic Development Committee meets regularly the FIRST WEDNESDAY OF EACH MONTH AT 6:00PM (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.

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TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
PLANNING COMMISSION MEETING
Wednesday, August 08, 2018 at 6:00 pm
Algoma Town Hall
15 N. Oakwood Road, Oshkosh, WI 54904

MEETING CANCELLED

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.

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**TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
PARKS COMMITTEE MEETING**
Wednesday, July 25, 2018 at 6:00 p.m.
15 N Oakwood Road Oshkosh, WI 54904

MEETING CANCELLED

The Parks Committee meets regularly the LAST WEDNESDAY OF EACH MONTH AT 6:00PM (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.

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Posted at Town of Algoma Municipal Building, Service Oil Inc., www.townofalgoma.org
Posted on July 12, 2018

Town of Algoma Monthly Treasurer's Report
August 2018

Town Board Members:

Included in your packet please find the following reports:

Income & Expense Reports for Jan 1, - Jul 31, 2018

- Amended 2018 Budget vs. Actual Summary
- Amended 2018 Budget vs. Actual Detail

Additional Reports:

- Reconciled Bank & Investment Balances (Includes Parks & Trails MM account)
- Amended 2019 Budget & 2018 Tax Calendar

Please Note:

Reports to be delivered to you at the Town Board Meeting:

- First Draft of the 2019 Budget
- The June 30 statement for OACF is scheduled to be available by 8/15.

Respectfully submitted,

*Sue Drexler, CMTW
Town of Algoma Treasurer*



OSHKOSH AREA COMMUNITY FOUNDATION

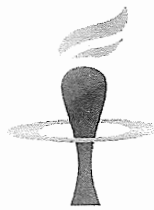
Special Project Fund Agreement

The *Town of Algoma* will deliver charitable contribution assets to the Oshkosh Area Community Foundation Corporation (the "Foundation") (see schedule A for amount) to establish the *Town of Algoma Jones Park 2016 Fund*.

Donations, together with any additional gifts which may hereafter be made by the Town of Algoma or other donors hereafter described, will be used to establish and maintain a Special Projects (Pass-Through) Fund of the Foundation to be held and administered as follows:

1. The Fund shall be known as the Jones Park 2016 Fund and shall be identified as such in the course of its administration.
2. The purpose of the Fund is primarily to pay expenses of the Town of Algoma Jones Park project. The purpose of the project is to provide a paved trail, children's playground equipment, basketball and volleyball courts, a fitness/sledding hill and other amenities in Jones Park. Contribution proceeds that exceed initial costs of the project will be used for future development and maintenance needs of Jones Park and other Town of Algoma park, recreation and forestry development and maintenance needs.
3. Key fund contacts are current Town of Algoma Parks Chairperson, Treasurer and Administrator.
4. Duration of the Fund is from October 1, 2014 to January 31, 2018 (to allow for pledge payments). Funds remaining in the pass-through account at the end of this time period shall be transferred to the *Town of Algoma Parks, Recreation and Forestry Fund* at the Foundation for the benefit of Jones Park and other Town of Algoma park, recreation and forestry development and maintenance needs. If this Foundation fund balance is ever less than \$10,000, funds may be distributed to the Town of Algoma for parks, recreation and forestry needs.
5. If sufficient funds are not raised to carry out the project by this deadline, the project organizer must submit a written request for an extension within 30 days. If such a request is not received, the funds shall be directed to the *Town of Algoma Parks, Recreation and Forestry Fund*.

Please initial



OSHKOSH AREA COMMUNITY FOUNDATION

In connection with the establishment of the Fund, we do hereby acknowledge and agree that:

- a) All assets of the Fund shall be assets of the Foundation. The Fund shall be held and administered subject to the provisions of the Foundation's Articles of Incorporation and By-Laws as presently in effect or as each may from time to time be amended.

Please initial

- b) The Foundation will not accept charitable dollars which support or fund transportation for children or adults, any event that features alcohol, nor will we accept money from private companies with owners/family members who will personally benefit financially from the project.

Please initial

There will be a fee for Foundation administration and investment of the Fund. Fees will be either \$10/month interest or 1% of funds raised, whichever is more. Direct costs associated with administration of the fund (i.e. postage, printing, etc.) shall be charged directly to the fund. Extra fees may be charged (by the bank) for funds requesting more than six checks per month or funds with a balance of less than \$300. Such fees shall be charged directly to the fund.

Administrative services include:

- Receiving donations
- Maintaining records and reporting to fund raising teams;
- Correspondence with fund raisers, donors, vendors, and others;
- Donation acknowledgement that conforms to current IRS and Federal Accounting Bureau standards. All gifts of any size will be acknowledged.
- Investing funds in short term, cash equivalent securities;
- With proper authorization, fund disbursements.
 - i. Services are rendered on a project basis to be completed within the schedule or reasonable time frame.
 - ii. The Foundation shall make disbursements with the authorization of the Town of Algoma Treasurer or Administrator.
 - iii. Disbursements require at least one-week notification.



OSHKOSH AREA COMMUNITY FOUNDATION

Variance Power

As required by US Treasury Regulations, the Oshkosh Area Community Foundation has explicit authority to redirect the assets of any fund it administers. However, the Foundation does not anticipate exercising such authority unless, in the opinion of the board of directors, the purposes for which the fund was established become unnecessary, incapable of fulfillment, or inconsistent with the needs of the community.

If the foregoing is acceptable indicate by dating and signing the enclosed copy of this Agreement in the space provided below and return it to the Foundation. Upon such acceptance, this letter will constitute our agreement with respect to the "Special Project Fund" and/or "Fund" and all prior discussions and agreements concerning the Fund are merged herein and made a part hereof.

Accepted by:

Timothy J. Blake 1/21/15
Tim Blake Date
Chairperson of Algoma Town Board

Diane Abraham 2/2/15
Diane Abraham Date
President/CEO
Oshkosh Area Community Foundation

In the event this project requires clearance from another partner (i.e. City of Oshkosh, a non-profit organization), a letter indicating commitment from that party must be submitted before the fund will be established.

2009

Updated 2012; 2015

Town of Algoma Monthly Treasurer's Report
August 2018

Town Administrator & Town Clerk:

Included in your packet please find the following reports:

Income & Expense Reports Jan 1 – Jul 31, 2018

- Amended 2018 Budget vs. Actual Summary
- Amended 2018 Budget vs. Actual Detail

- Budget vs. Actual – Public Works

- Budget vs. Actual – Fire & First Responders
- Budget vs. Actual - WDSPS 2% Fire Dues Expenses

- Budget vs. Actual - Park Money Market Account

Additional Reports:

- Reconciled Bank & Investment Balances
- Amended 2019 Budget & 2018 Tax Calendar
- OACF Special Project Fund Agreement

Reports to be delivered to you at the Town Board Meeting:

- First Draft of the 2019 Budget
- The June 30 statement for OACF is scheduled to be available by 8/15.

Miscellaneous Item:

- Cover sheet for report to Town Board Members

Respectfully submitted,

*Sue Drexler, CMTW
Town of Algoma Treasurer*

TOWN OF ALGOMA
2018 Amended Budget vs. Actual Summary
 January through July 2018

Accrual Basis

	Jan - Jul 18	Budget	\$ Over Budget	% of Budget
Income				
41000-0 · Taxes	849,134.25	1,069,150.00	-220,015.75	79.4%
42000-0 · Special Assessments	9,985.24	11,127.00	-1,141.76	89.7%
43000-0 · Intergovernmental Revenues	120,053.94	229,007.00	-108,953.06	52.4%
44000-0 · Licenses & Permits	59,946.46	104,860.00	-44,913.54	57.2%
46000-0 · Public Charges for Services	358,597.53	352,674.00	5,923.53	101.7%
47000-0 · Intergov Charges for Services	0.00	1,000.00	-1,000.00	0.0%
48000-0 · Other Revenues	25,188.03	23,172.00	2,016.03	108.7%
49000-0 · Other Financing Sources	0.00	1,096,000.00	-1,096,000.00	0.0%
Total Income	1,422,905.45	2,886,990.00	-1,464,084.55	49.3%
Gross Profit	1,422,905.45	2,886,990.00	-1,464,084.55	49.3%
Expense				
51000-0 · General Government Expense	196,907.04	402,670.00	-205,762.96	48.9%
52000 · Public Safety Expense	115,055.93	371,352.00	-256,296.07	31.0%
53000-0 · Public Works Expense	477,430.22	1,138,318.00	-660,887.78	41.9%
54000-0 · Health & Human Services Expense	1,240.75	5,700.00	-4,459.25	21.8%
55000-0 · Culture, Recreation & Education	31,341.35	172,520.00	-141,178.65	18.2%
56000-0 · Conservation & Development	17,516.22	51,430.00	-33,913.78	34.1%
57000-0 · Capital Outlay	0.00	745,000.00	-745,000.00	0.0%
6560 · Payroll Expenses	1,889.36			
Total Expense	841,380.87	2,886,990.00	-2,045,609.13	29.1%
Net Income	581,524.58	0.00	581,524.58	100.0%

TOWN OF ALGOMA
2018 Amended Budget vs. Actual Detail
 January through July 2018

Accrual Basis

	Jan - Jul 18	Budget	\$ Over Budget	% of Budget
Income				
41000-0 · Taxes				
41100-0 · General Property Taxes	824,870.60	1,069,150.00	-244,279.40	77.2%
41800-0 · Int. & Penalties on Taxes	9.01			
41801-0 · Pers. Prop Tax Interest	5.17			
41802-0 · Lottery Credit	24,249.47			
Total 41000-0 · Taxes	849,134.25	1,069,150.00	-220,015.75	79.4%
42000-0 · Special Assessments				
42300-0 · Street Improvements				
42300-2 · 2012 Paving	2,769.09	4,533.00	-1,763.91	61.1%
42300-3 · 2013 Paving	7,216.15	6,594.00	622.15	109.4%
Total 42300-0 · Street Improvements	9,985.24	11,127.00	-1,141.76	89.7%
Total 42000-0 · Special Assessments	9,985.24	11,127.00	-1,141.76	89.7%
43000-0 · Intergovernmental Revenues				
43410-0 · State Shared Revenues	9,133.79	60,891.00	-51,757.21	15.0%
43420-0 · Fire Insurance 2%	26,888.99	27,500.00	-611.01	97.8%
43430-0 · Exempt Computer Aid	257.73	256.00	1.73	100.7%
43531-0 · State Grant Local Trans. Aids	73,049.64	97,400.00	-24,350.36	75.0%
43545-0 · State Grant - Recycling	10,717.33	10,150.00	567.33	105.6%
43650-0 · Forest Cropland/Managed Forest	6.46			
43700-0 · Grants from Local Governments				
43750-0 · Economic Development	0.00	2,810.00	-2,810.00	0.0%
43790-0 · DNR Stormwater Mgmt. Grant	0.00	30,000.00	-30,000.00	0.0%
Total 43700-0 · Grants from Local Governments	0.00	32,810.00	-32,810.00	0.0%
Total 43000-0 · Intergovernmental Revenues	120,053.94	229,007.00	-108,953.06	52.4%
44000-0 · Licenses & Permits				
44110-0 · Liquor & Beer Licenses	340.00	300.00	40.00	113.3%
44110-1 · Operator's Licenses	244.00	240.00	4.00	101.7%
44110-2 · Cigarette Licenses	100.00	100.00	0.00	100.0%
44110-3 · Soda Water Licenses	25.00	20.00	5.00	125.0%
44120-0 · Other Business & Occup.	100.00	200.00	-100.00	50.0%
44120-1 · Cable Franchise Income	36,663.02	75,000.00	-38,336.98	48.9%
44200-1 · Dog Licenses Fees	2,117.50	5,000.00	-2,882.50	42.4%
44200-2 · Winnebago County Dog Licenses	1,192.24	1,500.00	-307.76	79.5%
44299-0 · Building Permits- Remodeling	6,309.70	10,000.00	-3,690.30	63.1%
44300-0 · Building Permits - New	9,800.00	10,000.00	-200.00	98.0%
44300-3 · Extra Inspections	500.00	500.00	0.00	100.0%
44310-1 · Culvert Permits	900.00	1,000.00	-100.00	90.0%
44310-2 · Other Permits	405.00	250.00	155.00	162.0%
44400-0 · Zoning Permits & Fees	550.00	250.00	300.00	220.0%
44500-0 · Right of Way	700.00	500.00	200.00	140.0%
Total 44000-0 · Licenses & Permits	59,946.46	104,860.00	-44,913.54	57.2%

TOWN OF ALGOMA
2018 Amended Budget vs. Actual Detail
 January through July 2018

Accrual Basis

	Jan - Jul 18	Budget	\$ Over Budget	% of Budget
46000-0 · Public Charges for Services				
46100-1 · Assessment Certification	2,170.00	2,500.00	-330.00	86.8%
46310-3 · Snow Removal	6,179.00	4,500.00	1,679.00	137.3%
46420-0 · Refuse/Garbage (curbside)	337,593.00	343,174.00	-5,581.00	98.4%
46435-0 · Recycling - Winn Cty Rebate	12,655.53	2,500.00	10,155.53	506.2%
Total 46000-0 · Public Charges for Services	358,597.53	352,674.00	5,923.53	101.7%
47000-0 · Intergov Charges for Services				
47355-0 · Shared Animal Control	0.00	1,000.00	-1,000.00	0.0%
Total 47000-0 · Intergov Charges for Services	0.00	1,000.00	-1,000.00	0.0%
48000-0 · Other Revenues				
48100-0 · Interest Income				
48110-0 · Interest - General Accts	13,695.32	8,000.00	5,695.32	171.2%
48110-4 · Interest - Paving Assessments	796.71	872.00	-75.29	91.4%
48110-5 · OACF-Jones Park	198.44	150.00	48.44	132.3%
48132-1 · Verve CU CD	1,494.55	3,150.00	-1,655.45	47.4%
Total 48100-0 · Interest Income	16,185.02	12,172.00	4,013.02	133.0%
48200-0 · Rent				
48220-0 · Town Hall Rental -Less Refunds	5,283.11	5,000.00	283.11	105.7%
Total 48200-0 · Rent	5,283.11	5,000.00	283.11	105.7%
48304-0 · Sale of Garbage/Recycling Totes	1,802.00	1,000.00	802.00	180.2%
48500 · Donations & Contributions				
48500-1 · Donations	200.00			
48500-5 · OACF-Jones Park	100.00	5,000.00	-4,900.00	2.0%
Total 48500 · Donations & Contributions	300.00	5,000.00	-4,700.00	6.0%
48900-0 · Other Misc. Revenues	1,617.90			
Total 48000-0 · Other Revenues	25,188.03	23,172.00	2,016.03	108.7%
49000-0 · Other Financing Sources				
49100-0 · Proceeds of Long-term Debt				
49120-0 · Notes				
49120-1 · Jones Park Note	0.00	600,000.00	-600,000.00	0.0%
Total 49120-0 · Notes	0.00	600,000.00	-600,000.00	0.0%
Total 49100-0 · Proceeds of Long-term Debt	0.00	600,000.00	-600,000.00	0.0%
49200-0 · Transfers From Other Funds				
49200-1 · New Parks Project	0.00	125,000.00	-125,000.00	0.0%
Total 49200-0 · Transfers From Other Funds	0.00	125,000.00	-125,000.00	0.0%

TOWN OF ALGOMA
2018 Amended Budget vs. Actual Detail
 January through July 2018

Accrual Basis

	Jan - Jul 18	Budget	\$ Over Budget	% of Budget
49300-0 · Fund Balance Applies				
49300-3 · Funding Assigned Items	0.00	371,000.00	-371,000.00	0.0%
Total 49300-0 · Fund Balance Applies	0.00	371,000.00	-371,000.00	0.0%
Total 49000-0 · Other Financing Sources	0.00	1,096,000.00	-1,096,000.00	0.0%
Total Income	1,422,905.45	2,886,990.00	-1,464,084.55	49.3%
Gross Profit	1,422,905.45	2,886,990.00	-1,464,084.55	49.3%
Expense				
51000-0 · General Government Expense				
51100-0 · Dues- WI Towns Assn.	1,207.50	1,100.00	107.50	109.8%
51110-0 · Board Salaries	8,800.00	20,000.00	-11,200.00	44.0%
51110-2 · Board Expenses	274.13	500.00	-225.87	54.8%
51300-0 · Legal				
51300-1 · Legal - Town Office	3,024.02	20,000.00	-16,975.98	15.1%
51300-2 · Legal - Fire Department	0.00	5,000.00	-5,000.00	0.0%
51300-3 · Ordinance Codification	1,195.00	2,000.00	-805.00	59.8%
Total 51300-0 · Legal	4,219.02	27,000.00	-22,780.98	15.6%
51400-0 · General Administrative				
51400-2 · Computer & Website Maint	7,414.43	17,000.00	-9,585.57	43.6%
51400-3 · Mileage	231.68	1,000.00	-768.32	23.2%
51400-4 · Human Resources/Personnel	670.00	1,500.00	-830.00	44.7%
51400-5 · Office Equipment	3,101.08	2,500.00	601.08	124.0%
51400-6 · Office Supplies	565.11	2,500.00	-1,934.89	22.6%
51400-7 · Publishing & Printing	1,700.74	4,500.00	-2,799.26	37.8%
51400-9 · Miscellaneous General Govt	2,230.00	2,500.00	-270.00	89.2%
51411-1 · Administrator Salary & Benefits				
51411-3 · Administrator - Salary	34,311.90	68,624.00	-34,312.10	50.0%
51411-4 · Administrator - Benefits	10,484.55	17,262.00	-6,777.45	60.7%
Total 51411-1 · Administrator Salary & Benefits	44,796.45	85,886.00	-41,089.55	52.2%
51411-2 · Administrator Expense	1,357.63	3,000.00	-1,642.37	45.3%
51412-1 · Admin Asst Salary & Benefits				
51412-3 · Admin Asst - Salary	12,720.33	23,400.00	-10,679.67	54.4%
51412-4 · Admin Asst - Benefits	2,802.41	5,307.00	-2,504.59	52.8%
Total 51412-1 · Admin Asst Salary & Benefits	15,522.74	28,707.00	-13,184.26	54.1%
51412-2 · Admin Asst - Expense				
51412-5 · Admin Asst - Temp	0.00	1,000.00	-1,000.00	0.0%
51412-2 · Admin Asst - Expense - Other	785.53	1,000.00	-214.47	78.6%
Total 51412-2 · Admin Asst - Expense	785.53	2,000.00	-1,214.47	39.3%
51420-0 · Clerk's Salary & Benefits				
51421-3 · Clerk - Salary	24,331.50	48,663.00	-24,331.50	50.0%
51421-4 · Clerk - Benefits	8,157.08	14,048.00	-5,890.92	58.1%
Total 51420-0 · Clerk's Salary & Benefits	32,488.58	62,711.00	-30,222.42	51.8%

TOWN OF ALGOMA
2018 Amended Budget vs. Actual Detail
January through July 2018

Accrual Basis

	Jan - Jul 18	Budget	\$ Over Budget	% of Budget
51420-2 · Clerk Expenses	65.00	1,500.00	-1,435.00	4.3%
51420-7 · Other General Govt. Postage	2,018.00	8,000.00	-5,982.00	25.2%
51420-8 · Other Unemployment Compensation	0.00	1,500.00	-1,500.00	0.0%
51440-0 · Election Wages	2,806.63	10,000.00	-7,193.37	28.1%
51440-2 · Election Expenses	1,787.36	3,000.00	-1,212.64	59.6%
Total 51400-0 · General Administrative	117,540.96	237,804.00	-120,263.04	49.4%
51500.0 · Gen Gov Financial Admin				
51510-0 · Auditor	8,415.00	9,000.00	-585.00	93.5%
51511-0 · Board of Review Expense	35.00	300.00	-265.00	11.7%
51520-0 · Treasurer Salary & Benefits				
51520-3 · Treasurer - Salary	8,500.02	17,000.00	-8,499.98	50.0%
51520-4 · Treasurer - Benefits	741.98	1,266.00	-524.02	58.6%
Total 51520-0 · Treasurer Salary & Benefits	9,242.00	18,266.00	-9,024.00	50.6%
51520-2 · Treasurer Expenses	558.46	2,000.00	-1,441.54	27.9%
51525-0 · Other Treasury Expense	18.56	2,500.00	-2,481.44	0.7%
51530-0 · Assessor Salary or Contract	13,181.00	22,600.00	-9,419.00	58.3%
51530-2 · Assessor Expenses	0.00	100.00	-100.00	0.0%
51540-0 · Risk & Property Management				
51540-1 · Insurance Consulting	0.00	1,000.00	-1,000.00	0.0%
51540-0 · Risk & Property Management - Other	0.00	2,500.00	-2,500.00	0.0%
Total 51540-0 · Risk & Property Management	0.00	3,500.00	-3,500.00	0.0%
Total 51500.0 · Gen Gov Financial Admin	31,450.02	58,266.00	-26,815.98	54.0%
51600-0 · Town Buildings & Maint				
51610-0 · Town Hall Janitorial	1,699.00	4,000.00	-2,301.00	42.5%
51610-2 · Town Hall Expenses	3,571.83	8,000.00	-4,428.17	44.6%
51610-3 · Town Hall Telephone	1,648.32	4,000.00	-2,351.68	41.2%
51610-4 · Town Hall Utilities	3,367.22	10,000.00	-6,632.78	33.7%
51610-5 · Town Hall Improvements	7,026.35	5,000.00	2,026.35	140.5%
51610-9 · Town Hall Insurance	5,591.89	8,000.00	-2,408.11	69.9%
51611-0 · Town Hall Grass Only	755.00	3,800.00	-3,045.00	19.9%
Total 51600-0 · Town Buildings & Maint	23,659.61	42,800.00	-19,140.39	55.3%
51900-0 · Other General Govt				
51938-0 · Other Insurance	2,525.37	3,000.00	-474.63	84.2%
51980-0 · General Government	79.98	100.00	-20.02	80.0%
51999-9 · GenGvt - Pyrll Exp	7,150.45	12,100.00	-4,949.55	59.1%
Total 51900-0 · Other General Govt	9,755.80	15,200.00	-5,444.20	64.2%
Total 51000-0 · General Government Expense	196,907.04	402,670.00	-205,762.96	48.9%

TOWN OF ALGOMA
2018 Amended Budget vs. Actual Detail
January through July 2018

Accrual Basis

	Jan - Jul 18	Budget	\$ Over Budget	% of Budget
52000 · Public Safety Expense				
52210-0 · Fire Chief Salary	4,999.98	10,000.00	-5,000.02	50.0%
52210-2 · Fire Chief Expenses	447.23	1,500.00	-1,052.77	29.8%
52210-3 · Fire Dept. Training	4,742.24	9,000.00	-4,257.76	52.7%
52210-4 · Town Allowance to Fire Dept.	1,000.00	1,000.00	0.00	100.0%
52210-5 · Fire Dept. Supplies	1,571.69	3,500.00	-1,928.31	44.9%
52210-6 · Vehicle Expense	4,437.27	11,000.00	-6,562.73	40.3%
52210-7 · Service/Repair Equipment	2,692.84	4,000.00	-1,307.16	67.3%
52210-8 · Misc. Expense Fire Dept.	301.53	1,000.00	-698.47	30.2%
52210-9 · Fire Dept. Insurance	18,855.54	19,500.00	-644.46	96.7%
52211-0 · Fire Dept. Utilities	3,045.84	6,500.00	-3,454.16	46.9%
52211-1 · Fire Dept. Telephone	1,224.53	3,000.00	-1,775.47	40.8%
52211-2 · Fire Dept. Snow/Grass	1,250.00	4,000.00	-2,750.00	31.3%
52211-3 · Maintenance Fire Station	1,909.42	7,000.00	-5,090.58	27.3%
52211-6 · Fire Dept. Equipment	6,049.05	16,500.00	-10,450.95	36.7%
52211-8 · Drill & Fire Allowance	8,356.25	13,000.00	-4,643.75	64.3%
52212-0 · Asst. Chief's Salary	2,499.96	5,000.00	-2,500.04	50.0%
52212-1 · Fire Captains Salary	2,900.00	4,800.00	-1,900.00	60.4%
52212-2 · Fire Dept. Treasurer Salary	1,800.00	3,600.00	-1,800.00	50.0%
52212-3 · Safety/Training Officer Salary	600.00	1,200.00	-600.00	50.0%
52213-0 · 2% Fire Dues Distribution Exp				
52213-1 · Fire Protection Equipment-Purch	2,419.08			
52213-2 · Fire Prevention & Public Educ.	1,049.95	5,500.00	-4,450.05	19.1%
52213-4 · Fire Dept. Service Award	9,583.38	11,500.00	-1,916.62	83.3%
Total 52213-0 · 2% Fire Dues Distribution Exp	13,052.41	17,000.00	-3,947.59	76.8%
52219-1 · Public Fire Protection	0.00	165,827.00	-165,827.00	0.0%
52300-0 · Ambulance	9,948.51	10,000.00	-51.49	99.5%
52310-0 · First Responder Training	1,969.89	2,000.00	-30.11	98.5%
52310-2 · First Responder Equipment	2,806.11	6,000.00	-3,193.89	46.8%
52310-3 · First Responder Call Allowance	5,711.58	10,000.00	-4,288.42	57.1%
52310-4 · First Responders Misc. Expense	72.15	200.00	-127.85	36.1%
52310-8 · First Responder Captains Salary	1,249.92	2,625.00	-1,375.08	47.6%
52400-0 · Building Inspection	0.00	1,200.00	-1,200.00	0.0%
52410-0 · Building Inspector	8,465.00	21,000.00	-12,535.00	40.3%
52601-0 · 911 Emergency Comm Sys Expense	0.00	4,700.00	-4,700.00	0.0%
52999-9 · Pub Safety - Prrll Exp	3,096.99	5,700.00	-2,603.01	54.3%
Total 52000 · Public Safety Expense	115,055.93	371,352.00	-256,296.07	31.0%
53000-0 · Public Works Expense				
53300-0 · Street Maint & Construction				
53311-0 · Snow Removal Expense	65,564.09	97,000.00	-31,435.91	67.6%
53311-2 · Traffic Control	17,835.67	10,000.00	7,835.67	178.4%
53311-3 · General Maint. Local Roads	99,729.59	132,400.00	-32,670.41	75.3%
53311-4 · Road Inspector Salary	7,084.00	25,000.00	-17,916.00	28.3%
53311-5 · Snow Removal Private Roads	5,333.06	5,000.00	333.06	106.7%
53311-6 · Road Inspector Expense	74.39	6,000.00	-5,925.61	1.2%
53311-8 · Drainage & Culverts	10,052.04	175,000.00	-164,947.96	5.7%
53315-0 · Highway & St.Const. Local Roads	0.00	100,000.00	-100,000.00	0.0%
53315-6 · Omro Rd	67,370.57	150,000.00	-82,629.43	44.9%
53300-0 · Street Maint & Construction - Other	47.61			
Total 53300-0 · Street Maint & Construction	273,091.02	700,400.00	-427,308.98	39.0%

TOWN OF ALGOMA
2018 Amended Budget vs. Actual Detail
 January through July 2018

Accrual Basis

	Jan - Jul 18	Budget	\$ Over Budget	% of Budget
53400-0 · Road Related Facilities				
53420-0 · Street Lighting	4,671.03	13,000.00	-8,328.97	35.9%
53443-0 · DNR Stormwater Mgmt. Grant				
53443-2 · DNR SW Grant - Planning	444.50	50,000.00	-49,555.50	0.9%
Total 53443-0 · DNR Stormwater Mgmt. Grant	444.50	50,000.00	-49,555.50	0.9%
53448-1 · Storm Water Management	0.00	10,788.00	-10,788.00	0.0%
53448-2 · Storm Water Planning	1,285.00	10,000.00	-8,715.00	12.9%
53450-1 · Parking Facilities- Muni	438.53	3,000.00	-2,561.47	14.6%
Total 53400-0 · Road Related Facilities	6,839.06	86,788.00	-79,948.94	7.9%
53600-0 · Sanitation				
53620-0 · Refuse & Garbage Collection	119,784.48	215,492.00	-95,707.52	55.6%
53620-1 · Totes for Garbage & Recycling	407.49			
53635-0 · Recycling	75,809.28	131,738.00	-55,928.72	57.5%
53640-0 · Weed & Nuisance Control Expense	0.00	1,500.00	-1,500.00	0.0%
Total 53600-0 · Sanitation	196,001.25	348,730.00	-152,728.75	56.2%
53999-9 · Pub Works - Prrll Exp	1,498.89	2,400.00	-901.11	62.5%
Total 53000-0 · Public Works Expense	477,430.22	1,138,318.00	-660,887.78	41.9%
54000-0 · Health & Human Services Expense				
54100-0 · Public Health/Animal Control				
54105-0 · Shared Animal Control Position	0.00	2,000.00	-2,000.00	0.0%
54100-0 · Public Health/Animal Control - Other	0.00	1,500.00	-1,500.00	0.0%
Total 54100-0 · Public Health/Animal Control	0.00	3,500.00	-3,500.00	0.0%
54110-0 · Dog Tax Fees Paid to County	1,240.75	2,200.00	-959.25	56.4%
Total 54000-0 · Health & Human Services Expense	1,240.75	5,700.00	-4,459.25	21.8%
55000-0 · Culture, Recreation & Education				
55200-1 · Jones Park	19,231.85	150,000.00	-130,768.15	12.8%
55200-2 · Parks- Maint Expense	12,079.50	20,000.00	-7,920.50	60.4%
55200-3 · Parks Committee	0.00	1,320.00	-1,320.00	0.0%
55200-5 · OACF - Jones Park	30.00	1,200.00	-1,170.00	2.5%
Total 55000-0 · Culture, Recreation & Education	31,341.35	172,520.00	-141,178.65	18.2%
56000-0 · Conservation & Development				
56700-0 · Economic Development				
56700-1 · Economic Dev WC-IDB	0.00	2,810.00	-2,810.00	0.0%
56700-9 · Economic Dev - Other	7,635.78	2,500.00	5,135.78	305.4%
56710-1 · Economic Development Committee	0.00	1,320.00	-1,320.00	0.0%
Total 56700-0 · Economic Development	7,635.78	6,630.00	1,005.78	115.2%
56900-0 · Conservation-Land Use/Zoning				
56900-1 · Surveying Lots & FYG	1,975.00	5,000.00	-3,025.00	39.5%
56900-2 · Engineering Surveys Projects	0.00	6,000.00	-6,000.00	0.0%
56900-3 · Storm Water Ponds/Backyards	0.00	5,000.00	-5,000.00	0.0%
56900-4 · Planning Commission	0.00	1,800.00	-1,800.00	0.0%

TOWN OF ALGOMA
2018 Amended Budget vs. Actual Detail
 January through July 2018

Accrual Basis

	Jan - Jul 18	Budget	\$ Over Budget	% of Budget
56900-5 · Planning -Town Expense				
56905-1 · Comp Plan Revision	0.00	21,000.00	-21,000.00	0.0%
56905-9 · Misc Planning	7,875.00	6,000.00	1,875.00	131.3%
56900-5 · Planning -Town Expense - Other	30.44			
Total 56900-5 · Planning -Town Expense	7,905.44	27,000.00	-19,094.56	29.3%
Total 56900-0 · Conservation-Land Use/Zoning	9,880.44	44,800.00	-34,919.56	22.1%
Total 56000-0 · Conservation & Development	17,516.22	51,430.00	-33,913.78	34.1%
57000-0 · Capital Outlay				
57100-5 · Reserve For Revaluation of Town	0.00	20,000.00	-20,000.00	0.0%
57600-0 · Parks				
57620-1 · Jones Park	0.00	725,000.00	-725,000.00	0.0%
Total 57600-0 · Parks	0.00	725,000.00	-725,000.00	0.0%
Total 57000-0 · Capital Outlay	0.00	745,000.00	-745,000.00	0.0%
6560 · Payroll Expenses				
6561 · Social Security & Medicare	1,688.81			
6560 · Payroll Expenses - Other	200.55			
Total 6560 · Payroll Expenses	1,889.36			
Total Expense	841,380.87	2,886,990.00	-2,045,609.13	29.1%
Net Income	581,524.58	0.00	581,524.58	100.0%

TOWN OF ALGOMA
Budget vs. Actual Detail-Public Works
 January through July 2018

Accrual Basis

	Jan - Jul 18	Budget	\$ Over Budget	% of Budget
Expense				
53000-0 · Public Works Expense				
53300-0 · Street Maint & Construction				
53311-0 · Snow Removal Expense	65,564.09	97,000.00	-31,435.91	67.6%
53311-2 · Traffic Control	17,835.67	10,000.00	7,835.67	178.4%
53311-3 · General Maint. Local Roads	99,729.59	132,400.00	-32,670.41	75.3%
53311-4 · Road Inspector Salary	7,084.00	25,000.00	-17,916.00	28.3%
53311-5 · Snow Removal Private Roads	5,333.06	5,000.00	333.06	106.7%
53311-6 · Road Inspector Expense	74.39	6,000.00	-5,925.61	1.2%
53311-8 · Drainage & Culverts	10,052.04	175,000.00	-164,947.96	5.7%
53315-0 · Highway & St.Const. Local Roads	0.00	100,000.00	-100,000.00	0.0%
53315-6 · Omro Rd	67,370.57	150,000.00	-82,629.43	44.9%
53300-0 · Street Maint & Construction - Other	47.61			
Total 53300-0 · Street Maint & Construction	273,091.02	700,400.00	-427,308.98	39.0%
53400-0 · Road Related Facilities				
53420-0 · Street Lighting	4,671.03	13,000.00	-8,328.97	35.9%
53443-0 · DNR Stormwater Mgmt. Grant				
53443-2 · DNR SW Grant - Planning	444.50	50,000.00	-49,555.50	0.9%
Total 53443-0 · DNR Stormwater Mgmt. Grant	444.50	50,000.00	-49,555.50	0.9%
53448-1 · Storm Water Management	0.00	10,788.00	-10,788.00	0.0%
53448-2 · Storm Water Planning	1,285.00	10,000.00	-8,715.00	12.9%
Total 53400-0 · Road Related Facilities	6,400.53	83,788.00	-77,387.47	7.6%
53999-9 · Pub Works - Pyrll Exp	1,498.89	2,400.00	-901.11	62.5%
Total 53000-0 · Public Works Expense	280,990.44	786,588.00	-505,597.56	35.7%
Total Expense	280,990.44	786,588.00	-505,597.56	35.7%
Net Income	-280,990.44	-786,588.00	505,597.56	35.7%

TOWN OF ALGOMA
Fire & First Responders
January through July 2018

Accrual Basis

	Jan - Jul 18	Budget	\$ Over Budget	% of Budget
Income				
43000-0 · Intergovernmental Revenues				
43420-0 · Fire Insurance 2%	26,888.99	27,500.00	-611.01	97.8%
Total 43000-0 · Intergovernmental Revenues	26,888.99	27,500.00	-611.01	97.8%
Total Income	26,888.99	27,500.00	-611.01	97.8%
Gross Profit	26,888.99	27,500.00	-611.01	97.8%
Expense				
52000 · Public Safety Expense				
52210-0 · Fire Chief Salary	4,999.98	10,000.00	-5,000.02	50.0%
52210-2 · Fire Chief Expenses	447.23	1,500.00	-1,052.77	29.8%
52210-3 · Fire Dept. Training	4,742.24	9,000.00	-4,257.76	52.7%
52210-4 · Town Allowance to Fire Dept.	1,000.00	1,000.00	0.00	100.0%
52210-5 · Fire Dept. Supplies	1,571.69	3,500.00	-1,928.31	44.9%
52210-6 · Vehicle Expense	4,437.27	11,000.00	-6,562.73	40.3%
52210-7 · Service/Repair Equipment	2,692.84	4,000.00	-1,307.16	67.3%
52210-8 · Misc. Expense Fire Dept.	301.53	1,000.00	-698.47	30.2%
52210-9 · Fire Dept. Insurance	18,855.54	19,500.00	-644.46	96.7%
52211-0 · Fire Dept. Utilities	3,045.84	6,500.00	-3,454.16	46.9%
52211-1 · Fire Dept. Telephone	1,224.53	3,000.00	-1,775.47	40.8%
52211-2 · Fire Dept. Snow/Grass	1,250.00	4,000.00	-2,750.00	31.3%
52211-3 · Maintenance Fire Station	1,909.42	7,000.00	-5,090.58	27.3%
52211-6 · Fire Dept. Equipment	6,049.05	16,500.00	-10,450.95	36.7%
52211-8 · Drill & Fire Allowance	8,356.25	13,000.00	-4,643.75	64.3%
52212-0 · Asst. Chief's Salary	2,499.96	5,000.00	-2,500.04	50.0%
52212-1 · Fire Captains Salary	2,900.00	4,800.00	-1,900.00	60.4%
52212-2 · Fire Dept. Treasurer Salary	1,800.00	3,600.00	-1,800.00	50.0%
52212-3 · Safety/Training Officer Salary	600.00	1,200.00	-600.00	50.0%
52213-0 · 2% Fire Dues Distribution Exp				
52213-2 · Fire Prevention & Public Educ.	1,049.95	5,500.00	-4,450.05	19.1%
52213-4 · Fire Dept. Service Award	9,583.38	11,500.00	-1,916.62	83.3%
Total 52213-0 · 2% Fire Dues Distribution Exp	10,633.33	17,000.00	-6,366.67	62.5%
52219-1 · Public Fire Protection	0.00	165,827.00	-165,827.00	0.0%
52300-0 · Ambulance	9,948.51	10,000.00	-51.49	99.5%
52310-0 · First Responder Training	1,969.89	2,000.00	-30.11	98.5%
52310-2 · First Responder Equipment	2,806.11	6,000.00	-3,193.89	46.8%
52310-3 · First Responder Call Allowance	5,711.58	10,000.00	-4,288.42	57.1%
52310-4 · First Responders Misc. Expense	72.15	200.00	-127.85	36.1%
52310-8 · First Responder Captains Salary	1,249.92	2,625.00	-1,375.08	47.6%

TOWN OF ALGOMA
Fire & First Responders
 January through July 2018

Accrual Basis

	Jan - Jul 18	Budget	\$ Over Budget	% of Budget
52601-0 · 911 Emergency Comm Sys Expense	0.00	4,700.00	-4,700.00	0.0%
52999-9 · Pub Safety - Pyrl Exp	3,096.99	5,700.00	-2,603.01	54.3%
Total 52000 · Public Safety Expense	104,171.85	349,152.00	-244,980.15	29.8%
Total Expense	104,171.85	349,152.00	-244,980.15	29.8%
Net Income	-77,282.86	-321,652.00	244,369.14	24.0%

TOWN OF ALGOMA
WDSPS 2% Fire Dues Expenses
January through December 2018

Accrual Basis

	Jan - Dec 18	Budget	\$ Over Budget	% of Budget
Income				
43000-0 · Intergovernmental Revenues				
43420-0 · Fire Insurance 2%	26,888.99	27,500.00	-611.01	97.8%
Total 43000-0 · Intergovernmental Revenues	26,888.99	27,500.00	-611.01	97.8%
Total Income	26,888.99	27,500.00	-611.01	97.8%
Gross Profit	26,888.99	27,500.00	-611.01	97.8%
Expense				
52000 · Public Safety Expense				
52213-0 · 2% Fire Dues Distribution Exp				
52213-1 · Fire Protection Equipment-Purch	2,419.08	5,500.00	-4,450.05	19.1%
52213-2 · Fire Prevention & Public Educ.	1,049.95	11,500.00	-1,916.62	83.3%
52213-4 · Fire Dept. Service Award	9,583.38			
Total 52213-0 · 2% Fire Dues Distribution Exp	13,052.41	17,000.00	-3,947.59	76.8%
Total 52000 · Public Safety Expense	13,052.41	17,000.00	-3,947.59	76.8%
Total Expense	13,052.41	17,000.00	-3,947.59	76.8%
Net Income	13,836.58	10,500.00	3,336.58	131.8%

10:54 AM

08/02/18

Cash Basis

TOA - Special Funds
Park Money Market Acct 3362
As of July 31, 2018

Type	Date	Num	Name	Memo	Original Amount	Paid Amount	Balance
11210-0 · TOA Park Funds							61,902.61
11210-1 · Parks MMBankFirst 3362							61,902.61
General Journal	01/05/2018	Treas1	4883 Ninth St Rd		825.00	825.00	62,727.61
General Journal	01/05/2018	Treas1	1907 Amy Jo Dr		825.00	825.00	63,552.61
Deposit	01/31/2018		Interest		33.63	33.63	63,586.24
Deposit	02/28/2018		Interest		29.27	29.27	63,615.51
General Journal	03/08/2018	T-Prkl...	1969-1971 Timberline		1,590.00	1,590.00	65,205.51
Deposit	03/31/2018		Interest		31.97	31.97	65,237.48
Deposit	04/30/2018		Interest		43.25	43.25	65,280.73
General Journal	05/02/2018	TPrkL...	2031 Bell Heights Ct		825.00	825.00	66,105.73
Deposit	05/31/2018		Interest		44.90	44.90	66,150.63
General Journal	06/13/2018	TPrkL...	4340 Haven Ct		825.00	825.00	66,975.63
General Journal	06/13/2018	TPrkL...	4376 Stonegate		825.00	825.00	67,800.63
Deposit	06/29/2018		Interest		42.66	42.66	67,843.29
General Journal	07/11/2018	TPrkL...	3288 Nelson - New Home		825.00	825.00	68,668.29
Deposit	07/29/2018		Interest		47.96	47.96	68,716.25
Total 11210-1 · Parks MMBankFirst 3362						6,813.64	68,716.25
Total 11210-0 · TOA Park Funds						6,813.64	68,716.25
TOTAL						6,813.64	68,716.25

TOWN OF ALGOMA				
RECONCILED BANK & INVESTMENT BALANCES				
AS OF 7/31/2018				
Name	Acct #	Balance	Rate	Matures
General Accounts:				
BFN - Insured Ckng -General	0997	228,123.26	N/A	N/A
BFN - Collateralized Ckng Sweep	0975	1,360,012.38	1.87%*	N/A
BFN - Insured MM-Commited	0964	69,427.61	0.80%**	N/A
Rate Increases Noted:	* From 1.77% to 1.87%			
	** From 0.78% to 0.80%			
Special Accounts:				
BFN - Insured Parks MM	3362	68,716.25	0.80%**	N/A
BFN - Insured JP Wet Pond	3890	0.00	0.00%	N/A
BFN - JP Wet Pond - CD	6501006894	16,520.51	1.30%	11/2/2018
Reserves:				
CD - Choice Bank	43519	251,871.09	1.50% APY	6/22/2019
CD - Verve C.U.	20128540-300	253,142.93	2.580%APY	6/22/2020
Verve - Member Svgs	20128540-050	6,009.31	0.10%	
TOTAL BANK & INVESTMENTS		2,253,823.34		

TOWN OF ALGOMA
Amended
2019 Budget and 2018 Tax Calendar

Timeline		Event
8/15/2018	TBM	Deliver First Draft to Board Members at the meeting
8/20/2018	Workshop	First Draft Review, Discussion & Direction
9/19/2018	Workshop	Second Draft Review after TBM
10/8/2018 (Monday)	Workshop	Third Draft & Final Review Before Endorsement
10/17/2018	TBM	Town Board Endorses Proposed Budget, & Levy
10/31/2017		Publish and post 15 day notice and 2 year summary of Budget (at least 15 days prior to Public Hearing)
November		Mill Rate Worksheet sent to the County-as soon as possible after all info has been received.
11/21/2018	TBM	Hold Public Hearing on Budget
11/21/2018	TBM	Town Board Adopts Official Operating Budget
12/15/2018		Levy Limit Worksheet sent to DOR by Clerk
12/17/2018	Target Date	Taxpayers Receive Tax Bills - No later than 3rd Monday in December
12/17/2018		Clerk Files Statement of Taxes - Due 3rd Monday of December
2/20/2019	TBM	Town Board approves 2018 Budget Amendments

Date: August, 2018

To: Town Chairman and Supervisors

From: Benjamin Krumenauer, Administrator BKK

Re: Monthly Administrator's Report

A. UW-Extension capstone grant submission

The Department of Planning and Landscape Architecture at the University of Wisconsin - Madison is currently pursuing opportunities for service projects to be considered for the 2018-2019 Senior Capstone Project. Most design and planning projects fall within downtown/urban redevelopments, community/town master plans and park master plans. Projects take place from September 2018 to May 2019 and will be completed by a student, guided by an advisory group from the host community/organization and supervised by faculty. I have submitted a grant request as a phase two study and potential limited design for the west side vision area. Attached you will find the Town of Algoma's proposal. The modest stipend for this program will be absorbed through the 2019 Town planning budget. With the recent momentum to understand our future growth area (west of Town Hall) it is our hope that UW-Madison's program can further our planning efforts in this area.

B. Town projects and updates

Listed below are general updates for your review:

Omro Road:

Design

Omro Road design and engineering is continuing to progress smoothly. McMahon Associates is continuing to work within the scope guidelines and is on target to complete the preliminary design within limits.

Funding

One of the major updates that has occurred is an adjustment to the overall grant award for the STP-Urban program. As a refresher, the Surface Transportation Program – Urban provides multiyear funding to road improvement projects through federal allocations to the State. It aligns with State fiscal years and is designed to provide between 50 and 80% funding towards the project scope. When I last reported an update, I mentioned that final awards were projected to be around \$3.1 million and cover a significant portion of the project. While the project is still going to occur and funding will still be available, delays at the State level have caused all STP programs within the state to receive a 20% cut in funding. This means that our local program saw a grant cut of \$627,518. The new cycle is 2019-2022 instead of 2018.

August 7, 2018

Staff and McMahon Associates were able to overcome this funding issue by reducing certain pieces of the project and through reduction of the state oversight from 11% down to 5%. The scope reductions were for storm sewer that were deemed usable between initial application and scope and now. Simply put, existing infrastructure is not going to need replacing and saved us considerable money. Unfortunately, this also means that the dollar per foot cost is going to stay similar to the original projection instead of being able to spread the savings around.

Attached is a copy of the letter provided to us from WisDOT Northeast region and explains the decision made by the State of Wisconsin. We have actively inquired as to why this occurred, where the balance was taken and how our elected officials can help fix this issue. I am happy to provide additional background to any of you that has follow up questions.

Road Maintenance:

Right-of-way cutting:

Winnebago County is currently conducting their second of three cuttings for the Town of Algoma. The areas of focus include all major roadways with limited cuttings within subdivisions. The second cutting every year focuses on full width cutting while the other cuttings are only shoulder and front slope of the ditch.

Crack and chip seal:

Farhner Asphalt and Northeast Asphalt are continuing to patch, level and seal cracks in preparation for road chip seal in the coming weeks. Work is anticipated for September 1st completion.

Canopy cleaning and shrub removal:

Winnebago County will be completing various corridor clearings throughout the Town with the last remaining focus on N. Oakwood Road. These clearings were supposed to be completed in the spring, but due to various delays will be completed in the fall.

Storm Projects:

Easement cleaning:

Various tile and easement cleanings including Nelson Road were completed. These minor maintenance projects provide staff an opportunity to assess the condition of these areas. In the case of the Nelson Road tile, the tile was heavily root bound and once cleared lowered water levels by over 15 inches. Though the tile will need to be replaced in the coming years, the minor work completed bought time for the local residents.

August 7, 2018

MS4 planning:

MS4 planning is continuing to progress with an anticipated 2018 completion. WisDNR has finally provide preliminary phosphorus and sediment treatment levels. This 18 month delay (once again State related) has caused the Town to need an extension until the end of 2018. We do not expect a second extension is necessary at this time.

2018-storm design (delayed to 2019)

Park Improvements:

Kewaunee Park:

Park improvement updates were delayed one week and are anticipated to be begin the week of August 13th.

Jones Park:

Completion of Jones Park is mere weeks away. Pavilions, playgrounds, concrete and sledding hill areas are all completed with minor landscaping, gravity rail, trails and seeding yet to occur. Anticipated completion remains at September 1st.

Town Hall Park:

New picnic tables are being assembled and minor maintenance to the playground will be completed by fall.

C. Fall, 2018 newsletter

Town staff and I are beginning to put together the fall, 2018 Town Update newsletter. The focus of this newsletter will continue to update community members on current and future projects, local regulations and ordinances, seasonal rules and other general community updates. The new re-branded format will help to highlight the current standing of the community. As always, please provide any input on areas where you feel we should focus on. We anticipate the newsletter to be in the mail the last week in August. While our regular newsletter will not focus really heavily on town funding levels, we will still make efforts to highlight certain aspects. Depending on future funding decisions, additional notices will be distributed to the community as needed.

D. Upcoming events and meetings

2nd Annual AFD car show August 18th with vehicle registration beginning in the morning and raffle/prizes at 2:30pm



Town of Algoma AFD First Responders pizza sale. Ongoing with order forms located at Service Oil, Town Hall, online and with AFD.

I have various upcoming meetings including: Oshkosh Transit Development Plan update meeting where I am a stakeholder on behalf of the Town of Algoma (August 16th), staff review meetings and department discussions revolving around 2019 CIP and budget preparation. I will also be out of the office on vacation the last week in August. During this time my availability will be severely limited with only email as a work related communication method.

August 7, 2018



August 8, 2018

1 Agricultural Hall
1450 Linden Drive
Madison, WI 53706

Re: 2018-19 Community Design and Planning Services Capstone Project Announcement

Dear Mr. Schuchardt, PLA, ASLA,

It is with great excitement that I submit this request to be a part of the 2018-19 UW-Madison Department of Planning and landscape Architecture design capstone. On behalf of the Town of Algoma located in Winnebago County, WI I am hopeful one of your capstone students will look towards us for a future partnership.

The Town of Algoma, a growing community of over 7,000 in the greater Oshkosh area, is looking to partner with the University of Wisconsin-Madison Department of Planning and Landscape Architecture to explore the future growth patterns of the Town. Thanks to sound planning and strong residential growth, Algoma is in a position where certain portions of the community will be up for higher uses in the near future.

The Town of Algoma is looking to develop a manageable master plan for approximately 1.5 square miles of undeveloped property (see attached map). The Town embraces sound planning principles where natural, residential and limited commercial growth opportunities cooperate together. This continued vision is paramount for future growth and is anticipated to continue. A strong growth strategy is needed in order to capitalize on existing natural and residential assets in the direct proximity. As an applicant, we are seeking a strong facilitator to guide our community and continue succeeding.

Community Need:

As the Town of Algoma continues to grow, the increasing understanding of natural and cultural assets is key. With natural lowlands, creeks and wetlands intermingled in the vision area, a strong sense of organic planning is needed. The community not only needs natural recreational corridors to enjoy, they also need a stronger road and utility infrastructure to support the anticipated growth. Important considerations within this targeted growth area include utility/infrastructure enhancements, natural/wetland corridor protection, storm water mitigation, identity protection and cultural/growth enhancements.

Issues:

With many communities within the region fiscal and logistical challenges always endure. The Town of Algoma through 2010 has experienced double digit growth. Even during the Great Recession and through today this area is continuing to see strong growth. Where the private market has adapted and embraced growth, the Town of Algoma has taken a slower more conservative direction to community enhancements. This constraint has been recognized by the community and thanks to strong leadership is beginning to be overcome. Strong understanding of local culture and growth direction will be important for the design lead.

In addition to cultural and community considerations, the property is also abutting state and local infrastructure and borders an adjacent community (Town of Omro to the west). Much of the property is held in natural state or farmed to some capacity or another. Local resident input will be important throughout the process as local property owners may be impacted by planning efforts. These considerations and the accompanying fiscal constraints should be understood and recognized throughout.

Opportunities:

Algoma is excited to be a contributor to this program and provide a strong partnership where student, UW leadership and community will all succeed. This is an unprecedented opportunity to not only provide strong community planning but also integrate the design considerations into our comprehensive planning efforts (currently being updated through 2019). In addition to the aforementioned benefits, this request will allow the student to learn critical involvement in local planning and government processes. As a recent masters graduate of the UW-Oshkosh system, I can personally attest to the value of a strong integration of community outreach, planning and education. The Town of Algoma is geared towards a path of success and these partnership opportunities are great ways to continue in a forward direction.

Partners:

The Town of Algoma has contracted with East Central Wisconsin Regional Planning Commission for its 2040 Comprehensive Plan update. This planning effort will allow the project lead to partner with regional planning efforts and help create actual change in the community. In addition to the comprehensive plan update, East Central has also conducted vision sessions for the target area providing community input and background to the impacted area. These efforts will help provide a stronger final product for future implementation.

The Town anticipates using the Town of Algoma Planning Commission or Economic Development Committee as the discussion groups for this focused effort. Additional planning or advisory members may be introduced as needed.

Travel and lodging:

The Town of Algoma will commit to funding a limited scope stipend for travel and lodging. These expenses will be negotiated and discussed with the capstone student in greater detail if selected. The Town has a line item in each annual budget for planning efforts, this proposal will be funded within that category.

Incidentals:

The Town of Algoma embraces a digital approach to planning and outreach. A high level of reliance will fall on digital outputs and documents. With that said, staff understand the importance of printed materials and has internal capacity for the majority of printing needs. A project scope will be developed to ensure appropriate resources are provided for printing and presentation incidentals.

In addition to this summary, you will also find a few reference maps as well as logistical supporting information. These supplements will help you grasp the extent and opportunities inherent in this location. Lastly, I would once again like to thank you for your willingness to reach out to area communities for these opportunities. These partnered efforts are the only strong mechanism that smaller communities have to be successful. Your consideration is appreciated. Please do not hesitate to contact me at any time if you have any questions or clarifications.

Sincerely,



Benjamin Krumenauer
Administrator

Supplementary Information

Town of Algoma: Westside Growth Strategy_2019 and Beyond

Date of request: August 8, 2018

Location of proposed project: Town of Algoma, Winnebago County, Wisconsin

Name of organization/community making request: Town of Algoma

Organization/Community Website (If Available): www.townofalgoma.org

Name of primary contact person: Benjamin Krumenauer, Administrator

Address: 15 N. Oakwood Road, Oshkosh, WI 54904

Phone: (920) 235-3789 **Fax :** (920) 235-8787

e-mail: bkrumenauer@townofalgoma.org

Steering committee/citizen group:

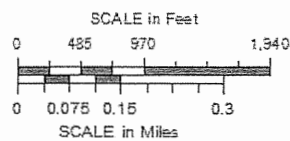
Names and Affiliations (planning board, local citizens group, public official, other)

- Town of Algoma Planning Commission; J. Lytle, A. Hoy, D. Nelson, D. Martin, K. Timm, P. Clark, M. Thompson
or Economic Development Committee; A. Hoy, P. Frohrib, S. Vollbrecht, J. Krueger, A. Gamble.
- Eric Fowle; East Central Wisconsin Regional Planning Commission
- Benjamin Krumenauer; Town Administrator

Town of Algoma: Westside Growth Strategy_2019 and Beyond

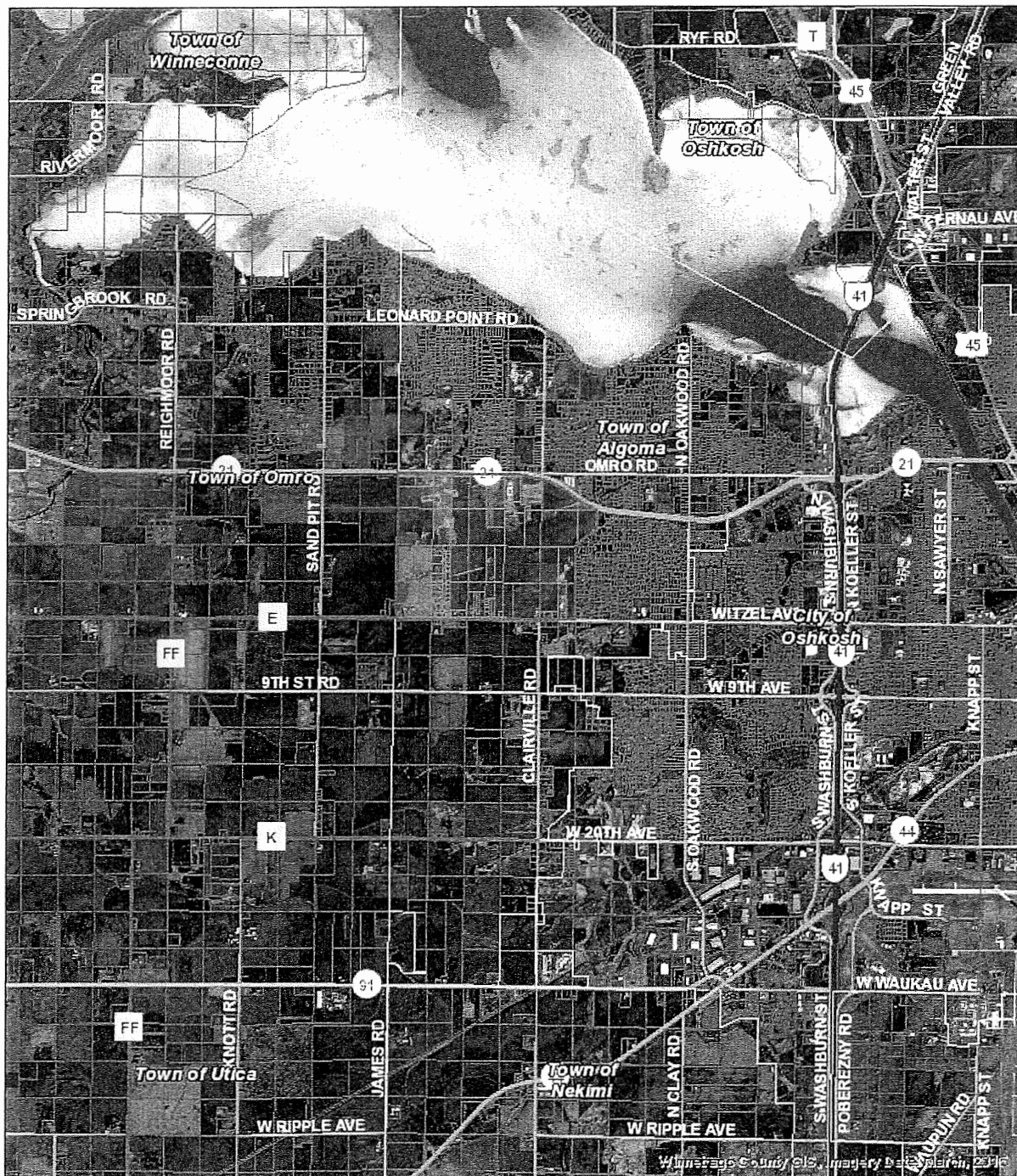


August 9, 2018

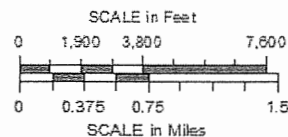


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REGION_Town of Algoma: Westside Growth Strategy_2019 and Beyond



August 9, 2018

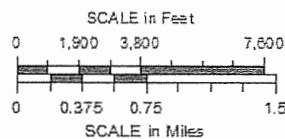


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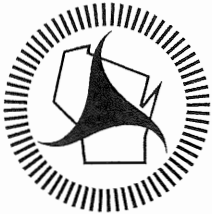
Town of Algoma, Winnebago County, WI



August 9, 2018



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Wisconsin Department of Transportation

www.wisconsin.gov

Scott Walker
Governor

Dave Ross
Secretary

Division of Transportation Investment Management
4802 Sheboygan Ave
P O Box 7913
Madison, WI 53707-7913
Telephone: 608-266-0255
FAX: 608-267-0294

TO: Wisconsin Metropolitan Planning Organizations
Wisconsin Regional Planning Commissions
WisDOT Region Local Program Staff

FROM: June Coleman, Program and Policy Chief
WisDOT Local Programs & Finance

CC: Dave Simon, Director
Bureau of Transit, Local Roads, Railroads & Harbors
Aileen Switzer, Administrator
Division of Transportation Investment Management

DATE: June 18, 2018

SUBJ: 2019-2022 STP – Urban Program Cycle

The 2019-2022 STP¹ – Urban Program Cycle is moving forward.

STP – Urban Program Policy Protocols

The STP-Urban Program is a federally funded local program. Funds distribution and project eligibility remain largely unchanged from prior program cycles. While the department has made roadway preservation improvements a funding priority in other local and state programs, the WisDOT STP-Urban Program can fund federally eligible transportation related activities as approved by the Metropolitan Planning Organization (MPO) or Regional Planning Commission (RPC) processes; except for bicycle/pedestrian personnel positions.

STP funding allocations to Wisconsin Urbanized Areas are set at the beginning of a program cycle; no additional funding is provided during the program cycle. Funds Available Allocations for each program cycle are determined by federal apportionment, annual state budget appropriation limits², urbanized area population, and current programming. Due to the program delay, the current program cycle is utilizing four full years of funding and current programming, state fiscal years 2019 – 2020, instead of five years to arrive at Funds Available for each MPO and RPC, effectively dropping fiscal year 2018 which closes on June 30th. *Attached is the 2019-2022 Program Funds Available Estimate for the STP-Urban Program.*

The federally funded program will continue to adhere to standards as stipulated in the WisDOT Facilities Development Manual (FDM), retain full WisDOT oversight, and projects will be state Let for construction. WisDOT project oversight costs are expected to decrease due to the elimination of the use of Management Consultants (MCs) to deliver the local program. WisDOT Region staff are available to assist in project design and construction oversight estimates.

Change Management

Because urbanized areas receive a fixed funds allocation each program cycle, federal funding for all

¹ Surface Transportation Program

² Commonly referred to as the state legislature Biennium Budget 'Chapter 20'

urbanized area projects is capped at a cost share determined by the MPO or RPC. RPC Transportation Improvement Program (TIP) Committees may approve project federal funding from 50% up to an 80% maximum cost share at the time of project application approval.

The department's Change Management policy accommodates appropriate schedule changes and project substitutions to approved projects in coordination with the RPC as the approved project progresses through the design process.

2017-2022 Surface Transportation Program - Urban Timeline

Program applications were submitted by local public agencies in the spring and early summer of 2017. The department recognizes that RPCs may need additional time to coordinate and update project application information with the local project sponsor. The review of current applications by RPCs, including coordination with WisDOT staff to determine delivery oversight estimates, is expected to take six to eight weeks. Please return all selected project applications to WisDOT no later than **August 8, 2018**.

If you have any questions or concerns please contact the following WisDOT staff:

Southwest Region - Michael Erickson, michael.erickson@dot.wi.gov, Phone: (608) 246-5361
Southeast Region - Robert Schmidt, robert1.schmidt@dot.wi.gov, Phone: (262) 548-8789
Northeast Region - Sandy Carpenter, sandra.carpenter@dot.wi.gov, Phone: (920) 492-5681
North Central Region - Sandy Stankevich, sandy.stankevich@dot.wi.gov, Phone: (715) 365-5784
Northwest Region - Bill Zimmer, william.zimmer@dot.wi.gov, Phone: (715) 635-5014
Statewide Program Contact - Todd Wescott, todd.wescott@dot.wi.gov, Phone: (608) 267-4459

DRAFT 2019-2022 Funds Available

Program	Annual C20	Annual C20x4	Scheduled 2019 -2022	Estimate of 2019-2022 Funds Available
STP-Urban (200k+)				
Appleton	\$3,693,359	\$14,773,436	\$12,388,405	\$2,385,031
Green Bay	\$3,528,746	\$14,114,984	\$12,333,862	\$1,781,122
Madison	\$6,863,061	\$27,452,244	\$14,385,849	\$13,066,395
Milwaukee	\$23,519,434	\$94,077,736	\$53,590,503	\$40,487,233
Round Lake Beach	\$522,204	\$2,088,816	\$2,720,216	\$0
Total	\$38,126,804	\$152,507,216	\$95,418,835	\$57,719,781
STP-URBAN 50 000 - 200 000				
Beloit	\$380,099	\$1,520,396	\$1,843,319.00	\$0
Eau Claire	\$866,387	\$3,465,548	\$1,488,422.00	\$1,977,126
Fond Du Lac	\$462,466	\$1,849,864	\$0	\$1,849,864
Janesville	\$586,773	\$2,347,092	\$1,927,547.00	\$419,545
Kenosha	\$1,045,035	\$4,180,140	\$4,683,424.00	\$0
La Crosse	\$804,541	\$3,218,164	\$795,932.00	\$2,422,232
Oshkosh	\$627,518	\$2,510,072	\$0.00	\$2,510,072
Racine	\$1,126,239	\$4,504,956	\$1,260,748.00	\$3,244,208
Sheboygan	\$600,714	\$2,402,856	\$3,129,015.00	\$0
Superior	\$227,817	\$911,268	\$682,386.00	\$228,882
Wausau	\$628,672	\$2,514,688	\$1,818,122.00	\$696,566
West Bend	\$576,547	\$2,306,188	\$0.00	\$2,306,188
Total	\$7,932,808	\$31,731,232	\$17,628,915	\$15,654,683

Date: August 15, 2018

To: Town of Algoma Board

From: Deborah Stark, Clerk

Re: ITEM 8A: CLASS "B" FERMENTED MALT BEVERAGE LICENSE AND "CLASS B" INTOXICATING LIQUOR LICENSE FOR THE PERIOD OF JULY 1, 2018 THROUGH JUNE 30, 2019 FOR R & S BECK FARM, LLC.

ITEM DESCRIPTION

R & S Beck Farm, LLC is a new applicant for a Class "B" Fermented Malt Beverage License and "Class B" Intoxicating Liquor License. This is the first Class B license that has been applied for since I have been here. This license is to serve beer and liquor on premises. The Becks are in the process of opening a Wedding/Event barn. They have a valid Seller's Permit and all the other necessary permits.

RECOMMENDATION

Clerk recommends approval of the Class "B" Fermented Malt Beverage License and "Class B" Intoxicating Liquor License for the period of July 1, 2018 through June 30, 2019 for R & S Beck Farm, LLC.

Date: August 15, 2018

To: Town of Algoma Board

From: Deborah Stark, Clerk

Re: ITEM 8B: OPERATOR LICENSES FOR THE PERIOD OF JULY 1, 2018 THROUGH JUNE 30, 2019 FOR MADISON M STEIER.

ITEM DESCRIPTION

The above named person has filed for an Operator License for the period of July 1, 2018 through June 30, 2019 to be used by Service Oil Co., Inc. Madison has undergone a State of Wisconsin background check and has come back with a clean record.

RECOMMENDATION

There is no reason why this applicant will not be a responsible beverage server. The Clerk recommends approval of the Operator Licenses for the period of July 1, 2018 through June 30, 2019 for Madison M Steier.

Date: August 15, 2018

To: Town of Algoma Board

From: Deborah Stark, Clerk

Re: ITEM 8C: ORDINANCE TO AMEND ARTICLE III. CULVERTS AND DRIVEWAYS, SUBSECTION 260 – 20. DRIVEWAY CONSTRUCTION OF THE CODE OF THE TOWN OF ALGOMA, WINNEBAGO COUNTY, WISCONSIN.

ITEM DESCRIPTION

This change is being made at the request of the Board. The request was to clarify the term 'abutting.'

RECOMMENDATION

Since this change was made at the request of the Board, it is recommended that the amendment be passed.

Date: August 15, 2018

To: Town of Algoma Board

From: Deborah Stark, Clerk

Re: ITEM 8D: POLICY AND PROCEDURE FOR CITIZEN INPUT AT A TOWN BOARD MEETING.

ITEM DESCRIPTION

The policy and procedure is being instituted to give some structure to the citizen input section of the Town Board Agenda.

RECOMMENDATION

Passage is recommended. Since it is a Policy & Procedure it will be easy to make subtle changes as needed.

Date: August 15, 2018
To: Town of Algoma Board
From: Sue Drexler, CMTW

Re: ITEM 8-E: RESOLUTION FOR CHANGING THE 2018 BUDGET

ITEM DESCRIPTION

The 2018 Amended Budget vs. Actual Detail report indicates account 56700-9 "Economic Dev-Other" is over budget. Budget Resolution 2018-01 did not include the \$17,500.00 from the 2017 carryover for branding and is not included in the 2018 Amended Budget. It is in equity account 34172-2 "Committed for Town & Econ Brand." In order to amend the budget a Budget Resolution is needed.

RECOMMENDATION

List an agenda item in August for approval of a Budget Resolution to amend the 2018 Budget to list the \$17,500.00 as Revenue in account 49300-3 "Funding Assigned Items" and as an Expense in 56700-9 "Economic Dev-Other."

TREASURER UPDATE

August 2018

Date: August 15, 2018
To: Town of Algoma Board
From: Sue Drexler, CMTW

Re: ITEM 8F: RESOLUTION 2018-4 TO WITHDRAW FUNDS FROM THE OSHKOSH AREA COMMUNITY FOUNDATION AND EXTEND THE LIFE OF THE FUND FOR AN ADDITIONAL TWO YEARS

ITEM DESCRIPTION

The first part of Resolution 2018-4 is for the withdrawal needed to pay Jones Park Fund invoices. The OACF requires Town Board meeting minutes requesting fund withdrawal plus copies of invoices to support the request. A one week notice is also required which may be extended due to their check processing schedule and the need for 2 signatures. Your approval of Resolution 2018-04 would provide documentation.

The second part of Resolution 2018-4 requests the Town Board to extend the current Jones Park agreement. We recently received a \$1,000.00 donation from Kathy & John Zuelsdorf due to the activity in the park. I spoke with Karlene Grabner from OACF about the possibility of extending the current agreement and she suggested a 1 or 2 year extension. The maintenance fee is 1% monthly, with a minimum of \$10.00, unless the balance is less than \$300.00 and additional fees for printing and postage also apply. If you approved Resolution 2018-4 leaving \$1,000.00 in the fund would accommodate 2 years.

RECOMMENDATION

Approval of Resolution 2018-4 to provide documentation for the Jones Park fund withdrawal and to extend the Jones Park Fund an additional 2 years leaving a minimum of \$1,000.00 to cover aintenance and other fees associated with the administration of the fund.

NOTE:

The original agreement states "Contribution proceeds that exceed initial costs of the project will be used for future development and maintenance needs of Jones Park and other Town of Algoma park, recreation and forestry development and maintenance needs." Another section of the agreement provides "Funds remaining in the pass-through account at the end of this time period shall be transferred to the *Town of Algoma Parks, Recreation and Forestry Fund* at the Foundation for the benefit of Jones Park and other Town of Algoma park, recreation, and forestry development and maintenance needs. If the Foundation fund balance is ever less than \$10,000.00, funds may be distributed to the Town of Algoma for parks, recreation and forestry needs. The second fund was never set up but may be of interest after the extension expires.

TREASURER UPDATE

August 2018

Date: August 15, 2018
To: Town of Algoma Board
From: Sue Drexler, CMTW

Re: ITEM 8G: 2019 Assessed Paving

ITEM DESCRIPTION

31 parcels in the Fourth Addition of Bellhaven and 27 parcels in Old Apple Arces 1st Addition upon your approval will be assessed to the property owners with the following conditions:

1. Anticipated construction efforts include; new asphalt roadways at 24 feet wide and a depth of 4 inches, new 2 foot gravel shoulders on both sides, limited seeding and shoulder restoration and updated traffic control signage as required.
2. Calculated as footage based on a minimum of 100', maximum of 150', and corner lot secondary of 75'. Lots over 300' are assessed 150' for the first 300', plus the amount of frontage in excess of 300'. Per resolution dated May 21, 2014.
3. An estimation of \$35.00 per lineal foot will be used in a letter to parcel owners prior to October 31, 2018.
4. The Town will include payment options of checks, e-checks, or credit cards in the letter, and advise that full payment will be due prior to November 15, 2019. Payments not received will be added to the parcels 2019 tax bill due January 31, 2020.

RECOMMENDATION

All parcels should be done as stated above in 2019 to lower costs for the project. Residents need advance notification of this project, and using an estimation of \$35.00 should ensure a lower cost when letters are sent in 2019 after invoices have been received. The Town is not obligated to finance the assessment which should have been part of their pre-purchase research.