

**TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
AGENDA FOR
Wednesday, February 20, 2019 – 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 16, 2019.
- B. Public Hearing dated January 16, 2019.

3. Review and approve February 2019 disbursements.

4. Public Forum (All speakers must sign up before the meeting and the Town's policy is available on the back table).

5. Committee Reports.

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

6. Monthly Financial Statements and Financial Report.

7. Administrator Report.

- A. Town fire station improvements
- B. Potential commercial office on Omro Road
- C. Open house for Omro Road 2021 project
- D. Snow conditions, closures and resident notifications

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 DandE Acres, LLC d/b/a Poplar Creek.
- B. Discussion and possible action re: RFP for 2019 Stormwater Projects.
- C. Discussion and possible action re: Reaffirmation of the STP-Urban Project for Omro Road from Brooks Lane to Leonard Point Road.
- D. Discussion and possible action re: Certified Survey Map for Wesley and Shirley Radloff concerning parcels 002-0394-01 and 002-0391.

- E. Discussion and possible action re: Appointment of Ian McDonald to the Planning Commission with the term ending in 2021.
- F. Discussion and possible action re: 2019 FEMA FIRM Sawyer Creek Watershed Map Amendment.

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 15, 2019

**TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
January 16, 2019**

The monthly Town Board meeting was called to order by Chair Rasmussen at 6:05 p.m.

The Pledge of Allegiance was recited by all those present.

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

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

On a motion by Supervisors Wright/Clark, passed on a voice vote, the Board approved the minutes of the Monthly Town Board Meeting dated December 19, 2018 with two corrections.

On a motion by Supervisors Clark/Wright, passed on a voice vote, the Board approved the January 2019 disbursements.

John Kolb and Jim Kolb were recognized for their years of service to the Town of Algoma Fire Department. John served on the Department for 52 years and was Assistant Chief for a portion of that time. Jim served for 29 years as an equipment operator. They were each given a card of congratulations, gift certificates and a hearty round of applause.

Scott Groth was reaffirmed as Fire Chief and sworn in by the Clerk.

No one came forward for the Public Forum that was held for citizens that did not wish to speak on the Preliminary Plat issue.

The Fire Department provided a written report. The Knox Box Ordinance needs to be refreshed. The Department is also looking at replacing the sign in front of the station. First Responder Paul Friday wrote a grant to the John Kunzel Foundation and the Department received a \$2,500.00 grant to purchase more AEDs.

The Economic Development Committee did not meet in January 2019.

The Planning Commission recommends approval of the Lakevista Estates Preliminary Plat with modifications and conditions.

The Parks Committee did not meet in December 2018.

The monthly financial statements were received.

Administrator Krumenauer reported that 13 new home permits were taken out in 2018. Although the number of new homes is down from last year, the total value is greater. The Winnebago Town's Association meeting is being held in the Town of Black Wolf on Thursday. Any Board member is welcome to attend. In 2019, there will be road improvements with some assessable, more road maintenance, some stormwater projects, completion of the Comprehensive Plan and the Stormwater Planning Grant.

The Board will discuss and take action on the Preliminary Plat Approval for the Lakevista Estates development.

Chair Rasmussen asked Eric Hoffman (the developer) why the sump pump management plan only cover lots 23 – 54 and does not extend to lot 59.

Eric Hoffman replied that lots 59 to 55 are going run along the surface into a ditch. Lot 39 – 50 should not have an excessive amount of water. There is a fall of 12 feet between lots 59 and 54.

Chair Rasmussen also asked how the developers guarantee that there will be a Homeowners Association.

Eric Hoffman said that there are going to other things that will need maintenance and the owners will sign up for the HOA when they buy the lot. The Town will have the ability to do work and assess it back to the property owners with the HOA written into the deed.

Supervisor Marvin asked if the HOA would include all of the lots.

Eric Hoffman responded that all lots will be a part of at least one HOA. There will probably end up being 2 HOAs.

The citizens that signed up for Public Forum on this topic were invited to come forward.

Russell Schwandt of 3292 Leonard Point Lane – He is not against the development, just doesn't like the lot sizes. Feels that the outcome of this development was predetermined and the Board is not following the will of a majority of the people. Cannot compare the condos on Timberline with the duplexes in this development as the condos are owner occupied. He also stated that the development will be more in line to the North Oakwood Road duplexes with a lower value.

Peter Donner of 3330 Leonard Point Lane – Has the shoreland zoning issue been addressed? The sump pump water runoff is not specific enough. Be cautious.

No other citizens came forward and the Public Forum on this issue was closed.

Eric Hoffman responded that shoreland zoning has been taken care of with Winnebago County and the development ended up with 3 fewer lots. Martenson & Eisele has done the calculations for the drainage and this will be available at the time the Final Plat is presented. Twindos and/or duplexes will be built in the initial phase as they want to offer them for sale.

Administrator Krumenauer reminded that Board that there are four areas of the building code that need modifications.

Administrator Rasmussen sees no problem with 4 discharges onto Caden Court.

On a motion by Supervisors Wright/Clark, carried on a 5 – 0 roll call vote, the Board approved the Preliminary Plat for Lakevista Estates with the following modifications and/or conditions:

Modifications:

1. *A modification/exception to Chapter 225-59 F(3) will be required upon final subdivision plat approval (28 units)*
2. *A modification/exception to Chapter 225-59 P(5) will need to be considered allowing 21 lots along Caden Court to have a reduced lot area*
3. *A modification/exception to Chapter 225-59 P(8) will need to be considered allowing 28 lots along Caden Court to have a reduced lot width at the setback line*
4. *A modification/exception to Chapter 225-59 P(9) will need to be considered in order to allow our lots to be discharged off of the Caden Court Cul-de-Sac (4 lots)*

Conditions:

5. *Completion of site plan review committee*
6. *An approved developer agreement shall be provided upon final plat submission*
7. *A formal approval from private or public utility companies shall need to be submitted prior to final plat*

8. *A stormwater facility maintenance agreement shall need to be completed between the Town of Algoma and the Lakeview Estates LLC so as to ensure the basins are properly maintained*
9. *Considering the ongoing nuisance water issues in the Town of Algoma, the inclusion of larger storm sewer should be considered to help keep yards and r.o.w. clear*
10. *A condition of final plat approval will be to address the dedication of public space or the “payment in lieu of” requirement*
11. *An approved street light shall be required at the intersection of Veanna Boulevard and Leonard Point Road*
12. *The inclusion of a subdivision identification sign is allowed but will have to be approved if proposed*
13. *If design standards such as covenants are proposed, it is a requirement that they be included within the Developer Agreement and must be provided prior to final plat approval*
14. *All Town of Algoma, Winnebago County, other reviewing organizations and state guidelines and regulations be followed*
15. *Sump pump management be provided to lots including lots 23 – 54*
16. *Dedicated access to outlots for maintenance that includes recorded easements*
17. *Design proposed trail networks adjacent to roadways*
18. *Designated stormwater facilities and easements have a maintenance agreement requiring long term maintenance by the Neighborhood Association and/or Developer.*

On a motion by Supervisors Clark/Wright, passed on a voice vote, the Board adjourned at 6:47 p.m.

Respectfully submitted,

Deborah L Stark, WCMC

Clerk

**TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
PUBLIC HEARING
January 16, 2019**

The Public Hearing was called to order by Chair Rasmussen at 5:30 p.m.

There were 15 Town of Algoma Electors present.

The Public Hearing was called to gain citizen input on the 2019 Assessable Stormwater Projects. The projects will take place on Brooks Lane and Sheldon Drive and are citizen driven.

Corey Sphatt of 1334 Brooks Lane and Robert Schoenberger of 1332 Brooks Lane – Robert said the sewer was put in 1978 and was never done correctly and there have been problems ever since. He also said that the homeowners shouldn't be responsible for as much as the Town wants.

Administrator Krumenauer responded that the homeowners are only being charged for the driveway portion. This project is mainly to correct sump pump water problems at a cost of \$14,048.00 with the Town paying approximately 76% of the cost.

Ryan Wolf of 2829 Sheldon Drive – Was given an estimate of \$1,500.00 at the neighborhood meeting and now the cost is \$3,095.00 with the addition of a culvert and aprons. No longer in favor of the project. If he has to pay for the project he wants it done to his quality standards. Is the Town sure that this fix will work? Doesn't want the culvert and thinks that stormwater control will suffer.

John Kelnhofer of 2860 Sheldon Drive – In favor of the project, but concerned with the work quality. Will there be any kind of guarantee?

No other citizens spoke.

On a motion by Patricia Clark/James Marvin, passed on a voice vote, the Public Hearing adjourned at 5:58 p.m.

Respectfully submitted,
Deborah L Stark, WCM
Clerk

TOWN OF ALGOMA Check Detail

January 17 through February 20, 2019

Num	Date	Name	Account	Original Amount
	02/01/2019	Clark, Patricia J	11210-0 · 75500997-Bank First Checking	-230.87
	02/01/2019	Frohrib, Patricia B	11210-0 · 75500997-Bank First Checking	-184.70
	02/01/2019	Marvin, James C	11210-0 · 75500997-Bank First Checking	-184.70
	02/01/2019	Rasmussen, Joel R	11210-0 · 75500997-Bank First Checking	-462.85
	02/01/2019	Wright, Christopher E	11210-0 · 75500997-Bank First Checking	-184.70
	02/01/2019	Drexler, Susan H	11210-0 · 75500997-Bank First Checking	-1,077.12
	02/01/2019	Krumenauer, Benjamin K	11210-0 · 75500997-Bank First Checking	-4,175.12
	02/01/2019	Stark, Deborah L	11210-0 · 75500997-Bank First Checking	-2,896.55
	02/01/2019	Sedo, Heather B	11210-0 · 75500997-Bank First Checking	-776.95
	02/15/2019	Anderson Jr, Chris W	11210-0 · 75500997-Bank First Checking	-13.85
	02/15/2019	Braun, Todd J	11210-0 · 75500997-Bank First Checking	-115.44
	02/15/2019	Braun, Virginia R	11210-0 · 75500997-Bank First Checking	-60.03
	02/15/2019	Breu, Keith J	11210-0 · 75500997-Bank First Checking	-359.86
	02/15/2019	Breu, Lisa S	11210-0 · 75500997-Bank First Checking	-152.38
	02/15/2019	Carney, Sean D	11210-0 · 75500997-Bank First Checking	-143.14
	02/15/2019	Davis, Donald D	11210-0 · 75500997-Bank First Checking	-50.80
	02/15/2019	Demler, Glenn A	11210-0 · 75500997-Bank First Checking	-318.60
	02/15/2019	Demler, William G	11210-0 · 75500997-Bank First Checking	-281.72
	02/15/2019	Drexler, Joshua F	11210-0 · 75500997-Bank First Checking	-303.75
	02/15/2019	Frank, David	11210-0 · 75500997-Bank First Checking	-1,341.49
	02/15/2019	Friday, Molly O	11210-0 · 75500997-Bank First Checking	-26.18
	02/15/2019	Friday, Paul J	11210-0 · 75500997-Bank First Checking	-362.58

TOWN OF ALGOMA

Check Detail

January 17 through February 20, 2019

	02/15/2019	Groth, Scott J	11210-0 · 75500997-Bank First Checking	-1,168.72
	02/15/2019	Harrington, Tanner T	11210-0 · 75500997-Bank First Checking	-571.63
	02/15/2019	Houde, Donald R	11210-0 · 75500997-Bank First Checking	-13.85
	02/15/2019	Kinderman, Adam D	11210-0 · 75500997-Bank First Checking	-50.80
	02/15/2019	Miller, Jeffrey J	11210-0 · 75500997-Bank First Checking	-166.23
	02/15/2019	Miller, Ronald C	11210-0 · 75500997-Bank First Checking	-50.80
	02/15/2019	Patt, Ronald A	11210-0 · 75500997-Bank First Checking	-50.79
	02/15/2019	Peabody, Cody BL	11210-0 · 75500997-Bank First Checking	-83.11
	02/15/2019	Sawicki, Kevin R.	11210-0 · 75500997-Bank First Checking	-427.89
	02/15/2019	Thompson, Mark E	11210-0 · 75500997-Bank First Checking	-175.47
	02/15/2019	Tolle, Jeremy C	11210-0 · 75500997-Bank First Checking	-69.26
	02/15/2019	Sedo, Heather B	11210-0 · 75500997-Bank First Checking	-664.41
25279	02/01/2019	5 Alarm Fire and Safety	11210-0 · 75500997-Bank First Checking	-428.95
			52210-7 · Service/Repair Equipment	428.95
25280	02/01/2019	Advanced Disposal	11210-0 · 75500997-Bank First Checking	-27,074.88
			53620-0 · Refuse & Garbage Collection	16,255.04
			53635-0 · Recycling	10,819.84
25281	02/01/2019	Algoma Sanitary District #1	11210-0 · 75500997-Bank First Checking	-229.47
			51610-4 · Town Hall Utilities	73.43
			55200-2 · Parks- Maint Expense	69.74
			52211-0 · Fire Dept. Utilities	86.30
25282	02/01/2019	Algoma Storage	11210-0 · 75500997-Bank First Checking	-140.00
			53620-0 · Refuse & Garbage Collection	140.00
25283	02/01/2019	Charter Communications	11210-0 · 75500997-Bank First Checking	-275.46
			51610-3 · Town Hall Telephone	275.46
25284	02/01/2019	Drexler, Susan	11210-0 · 75500997-Bank First Checking	-10.48
			51980-0 · General Government	10.48
25285	02/01/2019	East Central WI Regional Planning Comm	11210-0 · 75500997-Bank First Checking	-5,250.00

TOWN OF ALGOMA

Check Detail

January 17 through February 20, 2019

				56905-1 · Comp Plan Revision	5,250.00
25286	02/01/2019	Gunderson Uniform and Linen		11210-0 · 75500997-Bank First Checking	-157.69
				51610-2 · Town Hall Expenses	70.14
				52211-3 · Maintenance Fire Station	87.55
25287	02/01/2019	Jeff Foust Excavating, Inc		11210-0 · 75500997-Bank First Checking	-1,948.50
				55200-2 · Parks- Maint Expense	48.00
				53311-0 · Snow Removal Expense	1,245.50
				53311-5 · Snow Removal Private Roads	655.00
25288	02/01/2019	McMahon Associates, Inc.		11210-0 · 75500997-Bank First Checking	-19,801.50
				53443-2 · DNR SW Grant - Planning	19,801.50
25289	02/01/2019	Reinsch Land Surveying, LLC		11210-0 · 75500997-Bank First Checking	-70.00
				56900-1 · Surveying Lots & FYG	70.00
25290	02/01/2019	Williams Technology Group LLC		11210-0 · 75500997-Bank First Checking	-602.50
				51400-2 · Computer & Website Maint	602.50
25291	02/01/2019	Winnebago County Highway Dept		11210-0 · 75500997-Bank First Checking	-16,297.60
				53311-0 · Snow Removal Expense	11,003.22
				53311-8 · Drainage & Culverts	1,500.87
				53311-3 · General Maint. Local Roads	743.34
				53311-3 · General Maint. Local Roads	1,911.94
				53311-2 · Traffic Control	1,138.23
25292	02/01/2019	Wisconsin Public Service		11210-0 · 75500997-Bank First Checking	-1,229.24
				52211-0 · Fire Dept. Utilities	487.95
				51610-4 · Town Hall Utilities	614.25
				53420-0 · Street Lighting	28.06
				53311-2 · Traffic Control	58.00
				53420-0 · Street Lighting	40.98
25293	02/01/2019	United Mailing Services Inc.		11210-0 · 75500997-Bank First Checking	-1,352.69
				51420-7 · Other General Govt. Postage	1,352.69
25294	02/15/2019	Action Appraisers		11210-0 · 75500997-Bank First Checking	-1,966.00
				51530-0 · Assessor Salary or Contract	1,966.00
25295	02/15/2019	Digital Printing Innovations		11210-0 · 75500997-Bank First Checking	-832.57
				51400-6 · Office Supplies	832.57
25296	02/15/2019	Emergency Medical Products, Inc.		11210-0 · 75500997-Bank First Checking	-189.37
				52310-2 · First Responder Equipment	189.37

TOWN OF ALGOMA Check Detail

January 17 through February 20, 2019

25297	02/15/2019	Oshkosh Office Systems	11210-0 · 75500997-Bank First Checking	-135.46
			51400-5 · Office Equipment	135.46
25298	02/15/2019	Securian Financial Group, Inc.	11210-0 · 75500997-Bank First Checking	-51.35
			51411-4 · Administrator - Benefits	4.82
			51520-4 · Treasurer - Benefits	12.31
			51421-4 · Clerk - Benefits	32.84
			51412-4 · Admin Asst - Benefits	1.38
25299	02/15/2019	T and L Janitorial Services	11210-0 · 75500997-Bank First Checking	-283.50
			51610-0 · Town Hall Janitorial	282.00
			51610-2 · Town Hall Expenses	1.50
25300	02/15/2019	Wisconsin Public Service	11210-0 · 75500997-Bank First Checking	-728.81
			53420-0 · Street Lighting	728.81
25301	02/15/2019	Diggers Hotline, Inc.	11210-0 · 75500997-Bank First Checking	-96.20
			53311-8 · Drainage & Culverts	96.20
25302	02/15/2019	Jeff Foust Excavating, Inc	11210-0 · 75500997-Bank First Checking	-6,123.87
			53311-5 · Snow Removal Private Roads	1,997.68
			53311-0 · Snow Removal Expense	3,971.31
			55200-2 · Parks- Maint Expense	154.88
25303	02/15/2019	Nelson, Dewey	11210-0 · 75500997-Bank First Checking	-166.23
25304	02/15/2019	Bank First National	11210-0 · 75500997-Bank First Checking	-509.49
			51400-6 · Office Supplies	286.70
			51980-0 · General Government	122.79
			51980-0 · General Government	100.00
25305	02/15/2019	BP	11210-0 · 75500997-Bank First Checking	-365.80
			52210-6 · Vehicle Expense	365.80
25306	02/15/2019	Complete Office of Wisconsin	11210-0 · 75500997-Bank First Checking	-351.12
			51400-6 · Office Supplies	339.43
			51610-2 · Town Hall Expenses	11.69
25307	02/15/2019	JT Engineering, Inc.	11210-0 · 75500997-Bank First Checking	-2,280.00
			56905-9 · Misc Planning	1,050.00
			56905-9 · Misc Planning	1,230.00
25308	02/15/2019	Krumenauer, Benjamin	11210-0 · 75500997-Bank First Checking	-271.54
			51400-3 · Mileage	152.54
			51411-2 · Administrator Expense	119.00

**TOWN OF ALGOMA
Check Detail**

January 17 through February 20, 2019

25309	02/15/2019	McMahon Associates, Inc.	11210-0 · 75500997-Bank First Checking	-3,430.00
			53315-6 · Omro Rd	3,430.00
25310	02/15/2019	Municipal Treasurers Association of WI	11210-0 · 75500997-Bank First Checking	-55.00
			51525-0 · Other Treasury Expense	55.00
25311	02/15/2019	Ray's Sanitation	11210-0 · 75500997-Bank First Checking	-150.00
			55200-2 · Parks- Maint Expense	150.00
25312	02/15/2019	Reff Baivier Lim Muza Sundet & Dunham SC	11210-0 · 75500997-Bank First Checking	-857.50
			51300-1 · Legal - Town Office	857.50
25313	02/15/2019	Bank First National	11210-0 · 75500997-Bank First Checking	-1,690.99
			52210-8 · Misc. Expense Fire Dept.	263.89
			52210-2 · Fire Chief Expenses	20.48
			52211-6 · Fire Dept. Equipment	368.96
			52210-5 · Fire Dept. Supplies	212.17
			52210-6 · Vehicle Expense	163.26
			52210-3 · Fire Dept. Training	93.20
			52211-3 · Maintenance Fire Station	494.78
			52213-2 · Fire Prevention & Public Educ.	57.08
			52210-7 · Service/Repair Equipment	17.17
25314	02/15/2019	Charter Communications	11210-0 · 75500997-Bank First Checking	-204.63
			52211-1 · Fire Dept. Telephone	204.63
25315	02/15/2019	Complete Yard Maintenance, LLC	11210-0 · 75500997-Bank First Checking	-520.00
			52211-2 · Fire Dept. Snow/Grass	520.00
25316	02/15/2019	Oshkosh Fire & Police Equipment, Inc	11210-0 · 75500997-Bank First Checking	-1,742.00
			52213-1 · Fire Protection Equipment-Purch	1,690.00
			52210-7 · Service/Repair Equipment	52.00
25317	02/15/2019	Rennert's Fire Equipment	11210-0 · 75500997-Bank First Checking	-27.99
			52210-7 · Service/Repair Equipment	27.99
EFT	01/18/2019	Bank First National	11210-0 · 75500997-Bank First Checking	-1,790.34
			2104 · Federal Withholding	298.00
			2103 · Social Security Payable	604.72
			2103 · Social Security Payable	604.72
			2103 · Social Security Payable	141.45
			2103 · Social Security Payable	141.45
				1,790.34
EFT	01/25/2019	Wisconsin Retirement System	11210-0 · 75500997-Bank First Checking	-1,777.16

TOWN OF ALGOMA
Check Detail

January 17 through February 20, 2019

				21500 · Payroll Liabilities	888.58
				2101 · Retirement Plan Deferrals	888.58
EFT	01/30/2019	Wisconsin Dept. of Revenue		11210-0 · 75500997-Bank First Checking	-761.05
				2105 · State Withholding	761.05
EFT	02/05/2019	Bank First National		11210-0 · 75500997-Bank First Checking	-3,203.40
				2104 · Federal Withholding	982.00
				2103 · Social Security Payable	900.16
				2103 · Social Security Payable	900.16
				2103 · Social Security Payable	210.54
				2103 · Social Security Payable	210.54
EFT	02/20/2019	Bank First National		11210-0 · 75500997-Bank First Checking	-1,478.70
				2104 · Federal Withholding	237.00
				2103 · Social Security Payable	503.19
				2103 · Social Security Payable	503.19
				2103 · Social Security Payable	117.66
				2103 · Social Security Payable	117.66

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

Wednesday, February 6, 2019 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

3. BUSINESS

- a. Discussion and possible action re: Minutes from December 5, 2018 meeting.
- b. Discussion and possible action re: Comprehensive Plan Update.

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.

Please note that, 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, contact the Town Hall Office at 920-235-3789.

TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
PLANNING COMMISSION MEETING
Wednesday, February 13, 2019 at 6:00 pm
Algoma Town Hall
15 N. Oakwood Road, Oshkosh, WI 54904

AGENDA

The Commission may discuss and act on the following:

1. Call to Order.
2. Roll Call.
3. Discussion and possible action re: Minutes from January 9, 2019.
4. Discussion and possible action re: 2019 FEMA FIRM Sawyer Creek Watershed Map Amendment.
5. Discussion and possible action re: Certified Survey Map for Wesley and Shirley Radloff concerning parcels 002-0394-01 and 002-0391.
5. Adjourn.

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, January 30, 2019 at 6:00 p.m.
15 N Oakwood Rd 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.

Please note that, 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, contact the Town Hall Office at 920-235-3789.

Posted at Town of Algoma Municipal Building, Service Oil Inc., www.townofalgoma.org
Posted on January 25, 2019

Date: February, 2019
To: Town Chairman and Supervisors
From: Benjamin Krumenauer, Administrator
Re: Monthly Administrator's Report

A. Town fire station improvements

At the beginning of every year, I like to do a comprehensive review of Town facilities. These building assessments provide staff with a guide for future funding needs and a priority list for value added improvements. This month's highlight is the needs at our fire station. After meeting with Chief Groth, it was agreed that some easier short term improvements should be considered and a longer term improvement program should be developed to address major needs.

A major facilities study is included in our Capital Improvement Program for 2022 and will address the future needs of Town Hall and Station 21. Attached is a breakdown pulled from the CIP. With respect to short term improvements, Chief Groth and I feel that an improvement to the fire station sign and a fixed air filling station should be prioritized.

Filling station:

Currently the department uses their mobile filling station for tank filling. This setup is advantageous for remote or long term fires but is not conducive to regular tank use or inclement weather. Additionally the trailer must be removed from the building and set up in the parking lot in order to function. A smaller more efficient filling station will provide more space and allow for filling of bottles within the station. The Board funding for 2019 includes money for this improvement and is in conjunction with a grant request written by fire department staff.

Station sign:

The fire station's current static sign has reached its usable life and is now in need of structural work or replacement. A review of the sign issues with fire department staff shows that the sign while providing a location identification does not allow the station or the Town to notify residents of other opportunities. To combat this, the volunteers use an old message sign on a beat up trailer. Not exactly the most appealing of solutions. After extensive brainstorming it became clear that a new, perhaps LED message sign, should be pursued. Not only will a new sign provide awareness for the station, it can also include our new logo and allow Town staff to include messages and updates. Given this, I feel a cost share of volunteer funds and Town funds could play together. For example,

the Oakwood Elementary sign down the road was \$12,000-15,000 and could be a good starting point for a sign type. There is no action for this item at this time but I feel a brief discussion can help provide guidance for a future sign. Attached is a screenshot of the current sign at the fire station.

B. Potential commercial office on Omro Road

As a minor update to you, Town Staff has accepted a Site Plan Review request for the vacant property immediately west of DC Dynamics and adjacent to Omro Road. For those of you who remember, this parcel was in discussion to be used as a restaurant at one time and likely other ideas in the past. The current proposal is for a limited use dialysis center/medical clinic. The site includes substantial stormwater containment, 7,243 sq ft structure, parking and extensive landscaping and plantings. For your convenience, I have attached the DRAFT landscaping detail sheet as it shows many aspects of the building. The proposal will be presented to SPR, Planning Commission and Board prior to final acceptance and it appears to meet all preliminary land-use and zoning review.

C. Open house for Omro Road 2021 project

McMahon Associates and Town Staff will be hosting the first of two public information meetings and discussions regarding Omro Road. These events are open to resident and are designed as listening sessions where questions and concerns can be recorded and addressed. For your records I have attached the 33% DRAFT concept. We are planning on the middle of the month for the meeting and hope to utilize Oakwood Elementary School as a meeting location. If that does not work, then Town Hall will work. This is the first of many viewings of the project and will be a great time to get resident input on the roadway.

D. Snow conditions, closures and resident notifications

What a year we are having! I must say as a winter guy I am excited for all the snow and ice and the white world we are experiencing. That said, it has been a trying year to meet the demands of snow removal and bitterly cold weather. Town Staff has done a great job notifying residents whenever possible regarding closures and will continue to utilize all methods available (social media, website, new stations, etc). I fully anticipate each of you to receive resident concerns or ideas on how to better clear our roadways. Please continue to pass them along so Staff can review each concern. Additionally, we are continuing to promote consistent snow removal procedures and will be working to officially adopt a snow removal policy for the following 2019-20 snow season. For ideas or more information please contact me at your convenience.

PLANT SCHEDULE

CANOPY TREES (INSTALL IN ACCORDANCE WITH DETAIL 4/L200 OR DETAIL 5/L200 FOR MULTI-STEM TREES)

CODE	SCIENTIFIC NAME	COTTON NAME	QTY.	PLANTING SIZE	MATURE SIZE
ACPRR	Acer platanoides 'Royal Red'	Royal Red Maple	1	2" Cal. B&B	H-35', W-25'
ACRNL	Acer rubrum 'Northwood'	Northwood Maple	5	2" Cal. B&B	H-35', W-25'
BENI	Betula nigra	River Birch	4	8" B&B, multi-stem	H-45', W-35'
GIBAG	Ginkgo biloba 'Autumn Gold'	Autumn Gold Ginkgo (male)	1	2" Cal. B&B	H-50', W-30'
GLTIS	Gleditsia triacanthos inermis 'Shademaster'	Shademaster Honeylocust	1	2" Cal. B&B	H-50', W-35'
QUBI	Quercus bicolor	Sweep White Oak	1	2" Cal. B&B	H-60', W-60'
QALFA	Quercus macrocarpa	Blue Oak	1	2" Cal. B&B	H-75', W-75'
SAALT	Salix alba 'Tetris'	Nichie Weeping Willow	1	2" Cal. B&B	H-100', W-100'

ORNAMENTAL TREES (INSTALL IN ACCORDANCE WITH DETAIL 4/L200 OR DETAIL 5/L200 FOR MULTI-STEM TREES)

CODE	SCIENTIFIC NAME	COTTON NAME	QTY.	PLANTING SIZE	MATURE SIZE
SYRST	Syringa reticulata 'Ivory Silk'	Ivory Silk Japanese Tree Lilac	3	6" B&B, multi-stem	H-25', W-25'

EVERGREEN TREES (INSTALL IN ACCORDANCE WITH DETAIL 5/L200)

CODE	SCIENTIFIC NAME	COTTON NAME	QTY.	PLANTING SIZE	MATURE SIZE
PIGL	Picea glauca	White Spruce	12	4" Tall B&B	H-50', W-20'
PIRUG	Picea pungens var. glauca	Colorado Blue Spruce	12	4" Tall B&B	H-60', W-18'
PIST	Pinus strobus	Eastern White Pine	6	4" Tall B&B	H-50', W-20'
THON	Thuja occidentalis 'Nigra'	Dark Green Arborvitae	30	4" Tall B&B	H-25', W-18'

EVERGREENS / BROADLEAF EVERGREEN SHRUBS (INSTALL IN ACCORDANCE WITH DETAIL 5/L200)

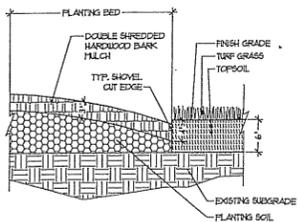
CODE	SCIENTIFIC NAME	COTTON NAME	QTY.	PLANTING SIZE	MATURE SIZE
JUCHT	Juniperus chinensis 'Mountain'	Mountain Chinese Juniper	3	4" Tall B&B	H-15', W-5'
JUSAB	Juniperus sabina 'Broadcreeper'	Broadcreeper Juniper	11	3" Spread Flat	H-15', W-6'
TA'ET	Taxus x media 'Tantoni'	Tantoni Yew	2	24" Spread Flat	H-4', W-5'

DECIDUOUS SHRUBS (INSTALL IN ACCORDANCE WITH DETAIL 5/L200)

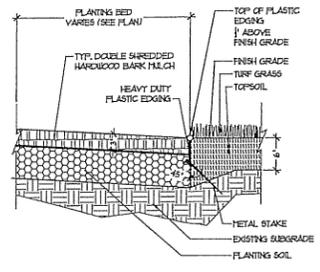
CODE	SCIENTIFIC NAME	COTTON NAME	QTY.	PLANTING SIZE	MATURE SIZE
HYPAL	Hydrangea paniculata 'Limelight'	Limelight Hydrangea	2	18" Tall Pot	H-7', W-6'
PHOLD	Physocarpus opulifolius 'Little Devil'	Little Devil Ninebark	2	24" Tall Pot	H-4', W-4'
PHOPI	Physocarpus opulifolius 'Mondo'	Purple Leaf Ninebark	3	3" Tall B&B	H-7', W-8'
RHARG	Rhus aromatica 'Variegata'	Groa Low Sweets	15	18" Spread Pot	H-2', W-5'
SPRET	Spiraea betulifolia 'Tor'	Tor Birchleaf Spiraea	11	18" Tall Pot	H-3', W-3'
SYRST	Syringa meyeri 'Palom'	Chart Korean Lilac	3	2" Tall B&B	H-5', W-7'
VILAT	Viburnum lentana 'Molican'	Molican Viburnum	4	3" Tall B&B	H-6', W-8'

PERENNIALS / GRASSES / VINES

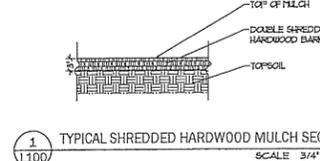
CODE	SCIENTIFIC NAME	COTTON NAME	QTY.	PLANTING SIZE	SPACING
CAAC	Calamagrostis acutiflora 'Karl Foerster'	Karl Foerster Feather Reed Grass	29	4" Pot	24" O.C.
HEGO	Hemerocallis 'Gong Bantans'	Gong Bantans Daylily	12	4" Pot	18" O.C.
HESO	Hemerocallis 'Stella de Oro'	Stella de Oro Daylily	9	4" Pot	18" O.C.
NEILP	Nisanthus sinensis purpurascens	Flamingo	9	4" Pot	36" O.C.
NEIL	Nepeta x Walker's Low'	Walker's Low Catmint	24	4" Pot	24" O.C.
PAVST	Panicum virgatum 'Heavy Metal'	Heavy Metal Switch Grass	18	4" Pot	24" O.C.
PAVSH	Panicum virgatum 'Shendohat'	Shendohat Switch Grass	11	4" Pot	24" O.C.
RUFESB	Rudbeckia fulgida 'Early Bird Gold'	F. Early Bird Gold Black-eyed Susan	16	4" Pot	24" O.C.
SPHE	Sporobolus heterolepis	Prairie Dropseed	1	4" Pot	18" O.C.



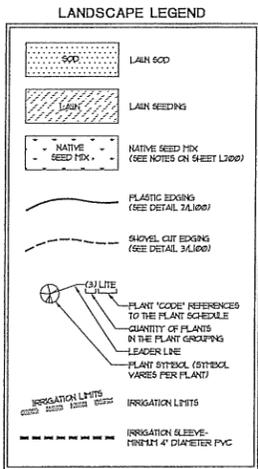
3 TYPICAL SHOVEL CUT EDGE SECTION
SCALE 1" = 1'-0"



2 TYPICAL PLASTIC EDGE SECTION
SCALE 1" = 1'-0"



1 TYPICAL SHREDDED HARDWOOD MULCH SECTION
SCALE 3/4" = 1'-0"



GENERAL NOTES:

- LOCATE ALL PRIVATE AND PUBLIC UNDERGROUND UTILITIES PRIOR TO THE COMMENCEMENT OF ANY DIGGING/EARING OPERATIONS.
- ALL FINISH GRADES TO BE ONE HALF INCH BELOW TOP OF CURBS AND PAVEMENT.
- TILL PLANTING BEDS TO A MINIMUM DEPTH OF 6 INCHES PRIOR TO PLANTING.
- TOPDRESS ALL PLANTING BEDS WITH 3 INCHES DOUBLE SHREDDED HARDWOOD BARK MULCH. ALL PLANTING BEDS THAT ADJUT LAWN SHALL HAVE PLASTIC EDGING.
- ALL AREAS INDICATED AS 'SOD' SHALL BE SOGGED AS SPECIFIED. ALL AREAS DISTURBED DURING CONSTRUCTION INCLUDING TRENCHING DISBURSANCE SHALL BE SOGGED. SEE CIVIL PLANS FOR APPROXIMATE LIMITS OF GRADING AND TRENCHING WORK.
- PLANT QUANTITIES INDICATED IN THE PLANT SCHEDULE ARE FOR CONVENIENCE ONLY. PLANT QUANTITIES SHALL BE VERIFIED BY THE CONTRACTOR. ANY DISCREPANCIES BETWEEN THE SCHEDULE, LABELS AND THE PLAN OCCUR, THE QUANTITY SHOWN ON THE PLAN SHALL BE THE CRITICAL QUANTITY.
- REMOVE ALL EXISTING PLANTS, SOD, ROCKS, MULCH, DEBRIS, ETC. TO PERMIT THE INSTALLATION OF NEW PLANT MATERIAL.
- SEED THE LANDSCAPE AREA BETWEEN THE PROPERTY LINE AND EXISTING STREET WITHIN THE PROPERTY LINE ADJACENT TO THE PROJECT SITE AS INDICATED. SEED SHALL MATCH THE PROPOSED SEED USED ON THE PROJECT SITE TO BLENDED TO THE TWO AREAS SEAMLESSLY TOGETHER. INSTALL IN ACCORDANCE WITH MUNICIPAL REQUIREMENTS OF AUTUMN/SPRING APPLICATION OR ACCORDING TO THE LANDSCAPE SPECIFICATIONS IF THERE ARE NO MUNICIPAL REQUIREMENTS.
- LIGHT POLES AND UNDERGROUND UTILITIES ARE SHOWN FOR CONVENIENCE. SEE SITE LIGHTING PLAN FOR OFFICIAL LIGHT POLE LOCATIONS AND CIVIL PLANS FOR OFFICIAL UNDERGROUND UTILITY LOCATIONS.
- SEE CIVIL DRAWINGS FOR STRAW EROSION MAT LOCATIONS AND SPECIFICATIONS.

IRRIGATION NOTES:

- ALL EQUIPMENT, MATERIALS AND LABOR NECESSARY FOR A COMPLETE IRRIGATION SYSTEM DESIGN AND INSTALLATION SHALL BE CONSIDERED PART OF THE BID.
- ALL IRRIGATION PIPING AND SPRING UNDER PAVEMENTS SHALL BE PLACED IN PVC SLEEVES. IRRIGATION CONTRACTOR SHALL DETERMINE THE SLEEVE LOCATIONS AND PLACE SLEEVES IN COORDINATION WITH THE PLACEMENT OF BASE MATERIAL FOR NEW PAVING AREAS.
- ANY TRENCHING FOR SLEEVES WITHIN NEW PAVING AREAS, WHICH RESULTS FROM IMPROPER PLACEMENT OF SLEEVES OR DUE TO FORGESSABLE CIRCUMSTANCES SHALL BE THE RESPONSIBILITY OF THE IRRIGATION CONTRACTOR AND NOT BE SUBJECT TO ADDITIONAL COSTS TO THE OWNER.
- IRRIGATION SPRINKLERS SHALL BE PLACED TO SPRAY AWAY FROM ALL WALKS, DRIVES AND PAVED AREAS. OVERSPRAY ONTO PUBLIC ROADS AND WALKS SHALL COMPLY WITH LOCAL ORDINANCES PERTAINING TO IRRIGATION IN PUBLIC RIGHT OF WAYS.
- ALL LAWN AREAS SHALL BE SPRAY IRRIGATED AND ALL SHRUB/PERENNIAL BEDS SHALL BE DRIP IRRIGATED.
- SEE IRRIGATION SPECIFICATIONS FOR ADDITIONAL INFORMATION.

ABBREVIATIONS

ABBREVIATION	FULL WORDS
B&B	Balled and burlapped
CAL	Caliper
DBH	Diameter at breast height (Approximately 4 ft above finish grade)
DIA	Diameter
EX	Existing
HTT	Height to top
OC	On center
SQ. FT. - or - SF	Square feet
TYP.	Typical
TR	Tree

TO OBTAIN LOCATION OF PARTICIPANTS' UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN CALL DIGGERS HOTLINE 1-800-242-8511 TOLL FREE.

WS. STATUTE 18.25(2)(97A) REQUIRES MIN. OF 3 WORK DAYS NOTICE BEFORE YOU DIG/PAVE.

INFORMATION SHOWN ON THIS DRAWING IS BASED ON SURVEY AND CIVIL ENGINEERING DRAWINGS DEVELOPED BY LARSON ENGINEERING, INC. AND ARCHITECTURAL SITE PLAN DEVELOPED BY CHRISTOPHER KIDD AND ASSOCIATES, LLC. THEREON AND UNDER A SEPARATE CONTRACT WITH THE OWNER. THE LANDSCAPE ARCHITECT MAKES NO WARRANTIES OR REPRESENTATIONS AS TO THE ACCURACY AND COMPLETENESS OF THE PLANS. ALL INFORMATION SHOWN ON THE DRAWINGS SHALL BE FIELD VERIFIED BY THE CONTRACTOR.

SHEET INDEX

L1.0- LANDSCAPE PLAN
L2.0- LANDSCAPE DETAILS
SPECIFICATION SECTIONS:
32 84 00- PLANTING IRRIGATION
32 90 00- PLANTING

Prepared By:
LANDSCAPE ARCHITECT
Brian J. Boeding, RLA, ASLA, LEED AP
Wisconsin License # 401-14
Expires: July 31, 2020



LANDSCAPE CALCULATIONS

STREET FRONTAGE LANDSCAPE

OLD OMRO ROAD FRONTAGE LENGTH ON SOUTH SIDE OF SITE = 345.16 FT

STREET FRONTAGE LANDSCAPE REQUIREMENTS	REQUIRED	PROVIDED
3 TREES PER 100' LINEAR FEET OF FRONTAGE (345.16 FT / 100 FT) x 3 = 10.4	11 TREES	11 TREES

BUFFERYARD SCREENING

PROJECT SITE ZONING = B-3 GENERAL BUSINESS
BUFFERYARD SCREENING REQUIRED AT R-1 ZONING ON THE SOUTHERN HALF OF THE WEST PROPERTY LINES
BUFFERYARD SCREENING REQUIRED AT R-2 ZONING ON THE NORTH PROPERTY LINE AND THE NORTHERN HALF OF THE WEST PROPERTY LINES
BUFFERYARD WIDTH REQUIRED = 75'-0"

	REQUIRED	PROVIDED
NORTH BUFFERYARD LENGTH BETWEEN B-3 AND R-2 ZONING = 344.09 FT BUFFERYARD WIDTH EVERGREEN TREES = (344.09/100') x 10 = 34.4 TREES	25'	25'
WEST BUFFERYARD LENGTH BETWEEN B-3 AND R-1 AND R-2 ZONING = 266.63 FT BUFFERYARD WIDTH EVERGREEN TREES = (266.63/100') x 10 = 26.6 TREES	25'	25'

PARAGON DESIGN GROUP, LLC
2776 North Sholes Avenue
Milwaukee, WI 53210
Tel: 414.449.1555
Fax: 414.449.2425
www.paragondg.com

Christopher Kidd and Associates, LLC
ARCHITECTS ENGINEERS PLANNERS
NEW BRIDGE LANE ROAD, WISCONSIN 53015-0000
P: 262.601.6505 F: 262.601.0510
ckid@ckid.com

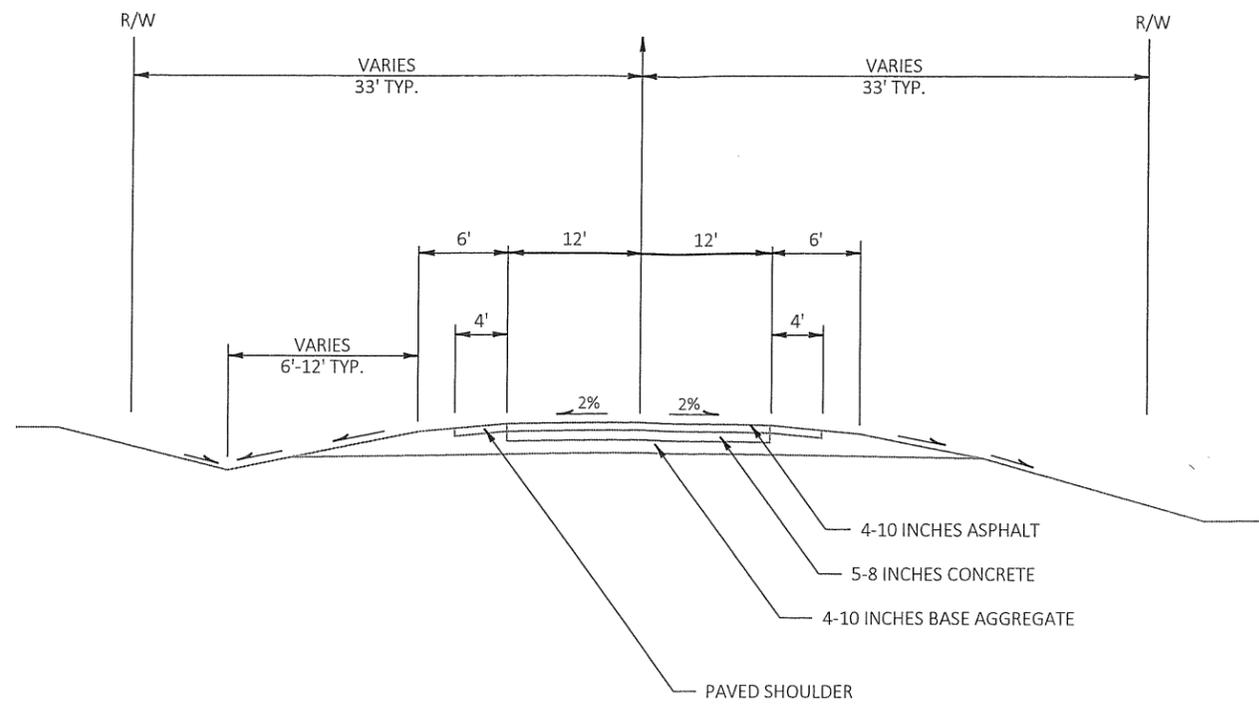
CKA REGISTRATION # T026552

Medical Clinic Building for:
FKC Oshkosh (Shell)
2678 Omro Road
Town of Algoma (Oshkosh), WI 54904

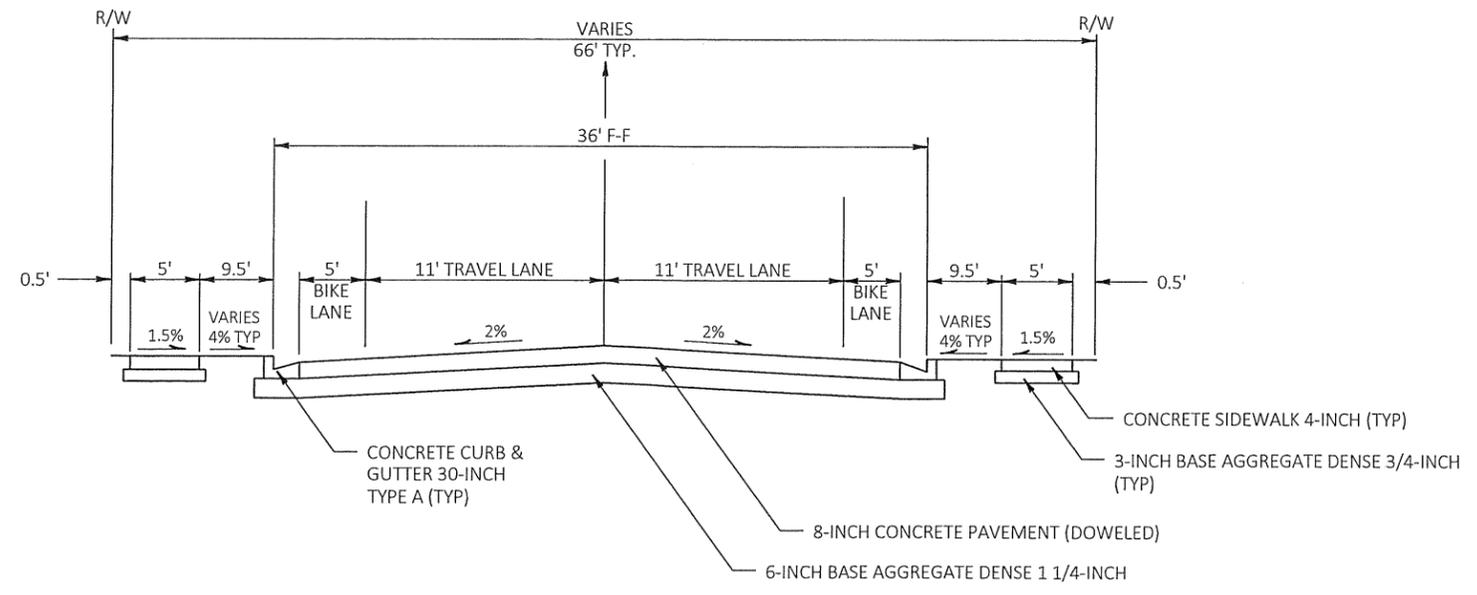
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Drafted By: BJB
Checked By: BJB
Date Drafted: 01-25-19
Project #: 18070-01

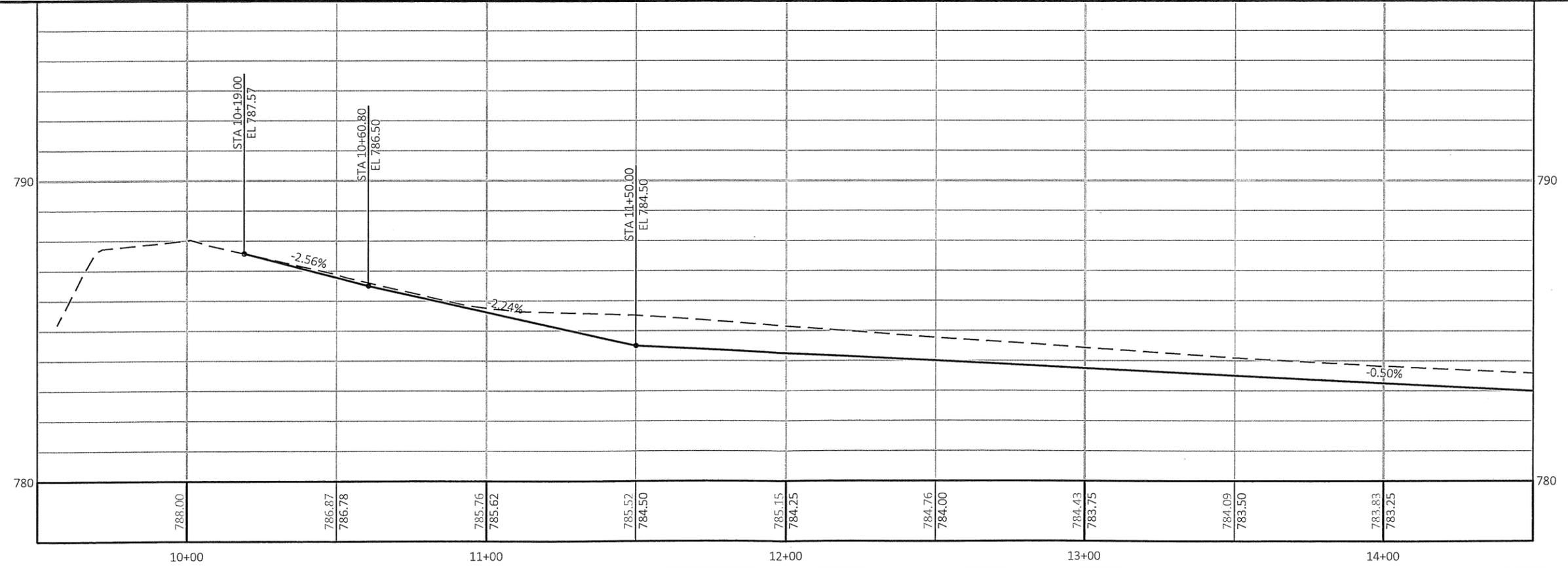
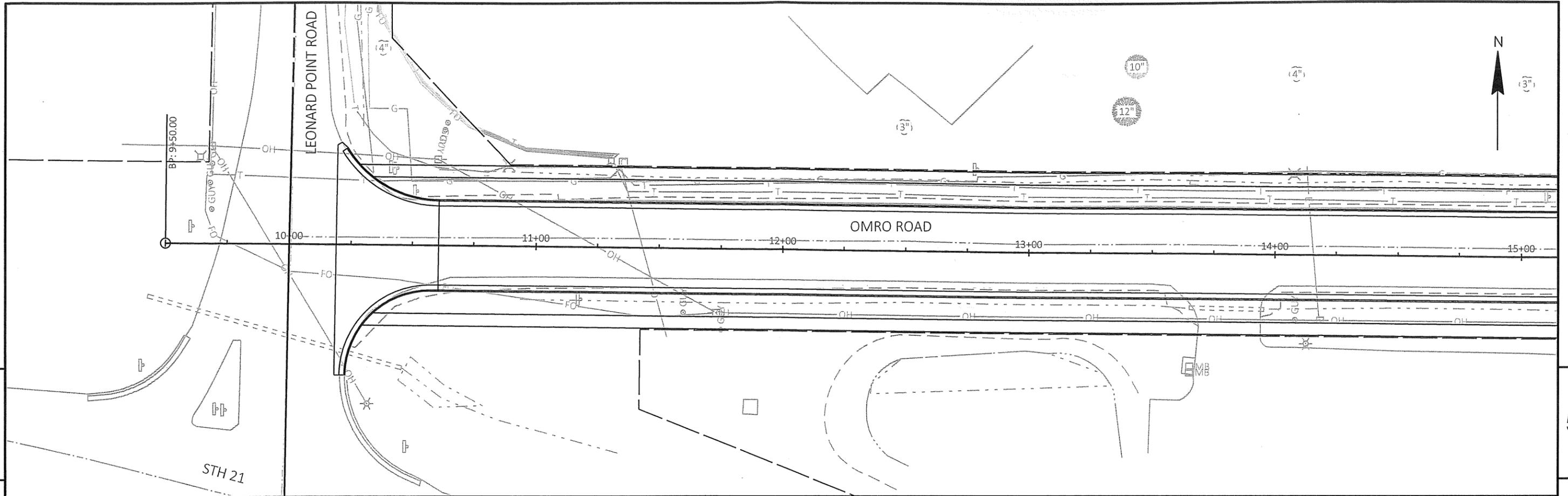
L100
LANDSCAPE PLAN



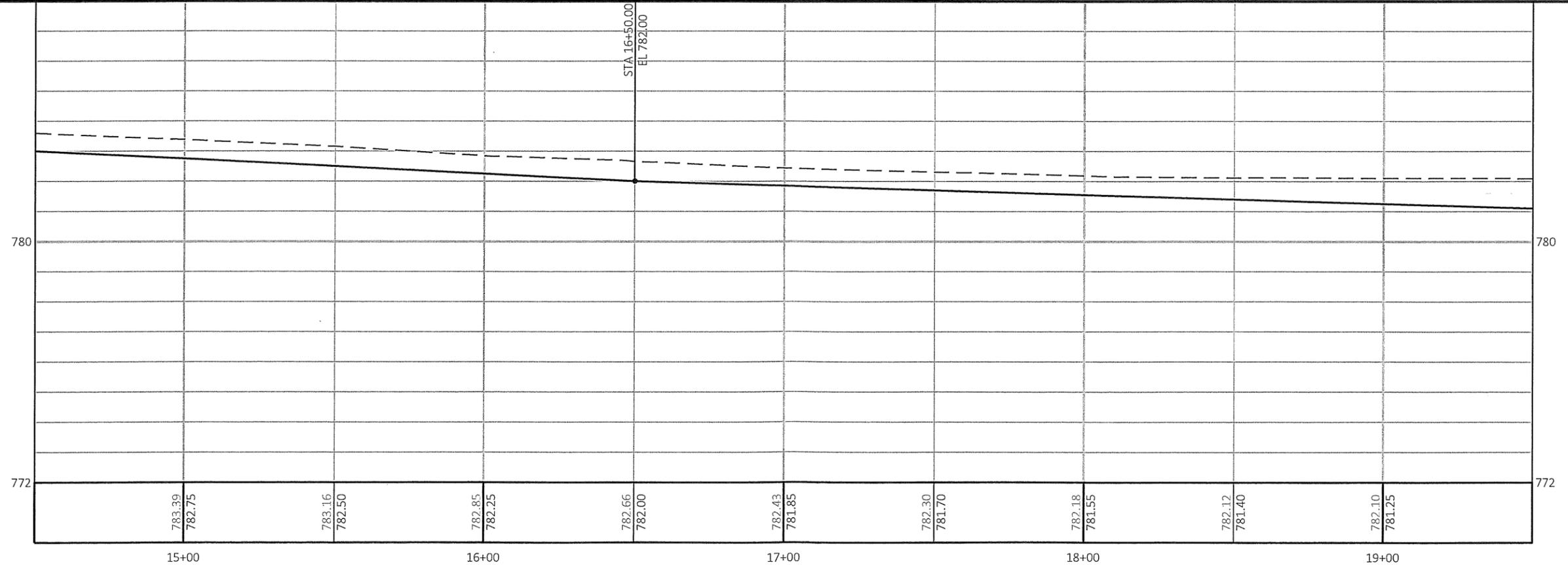
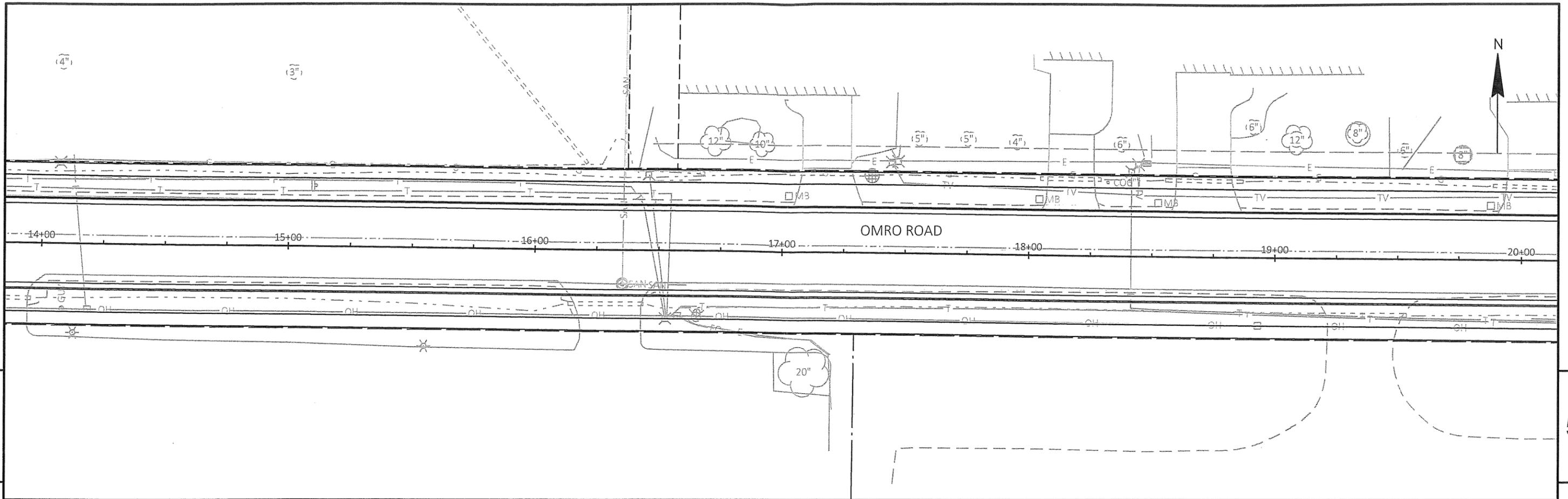
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OMRO ROAD



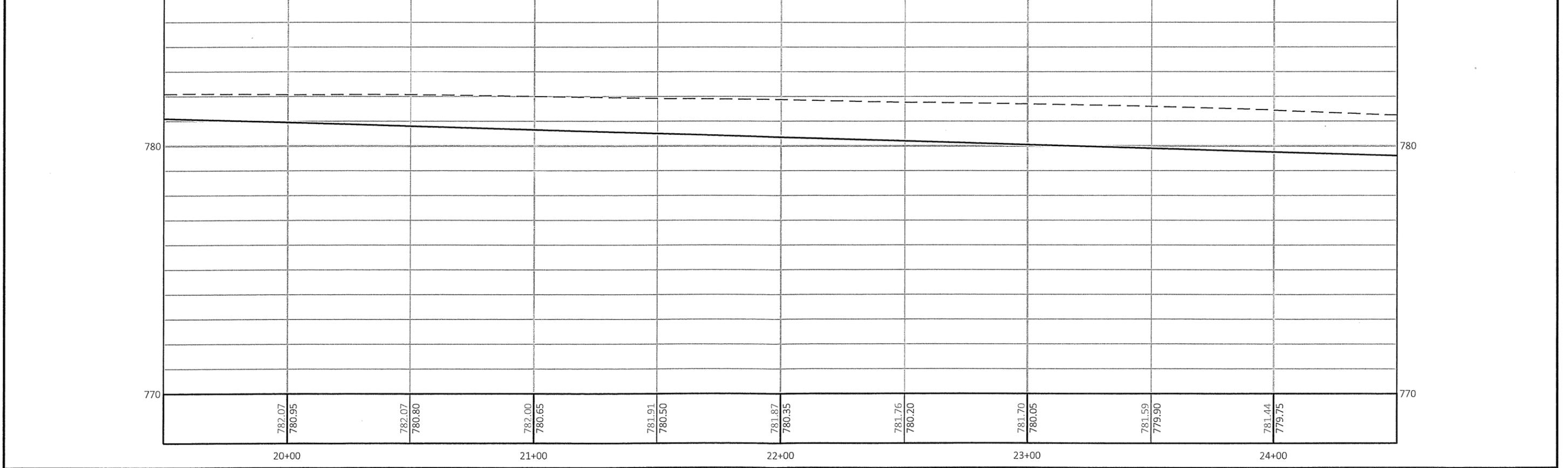
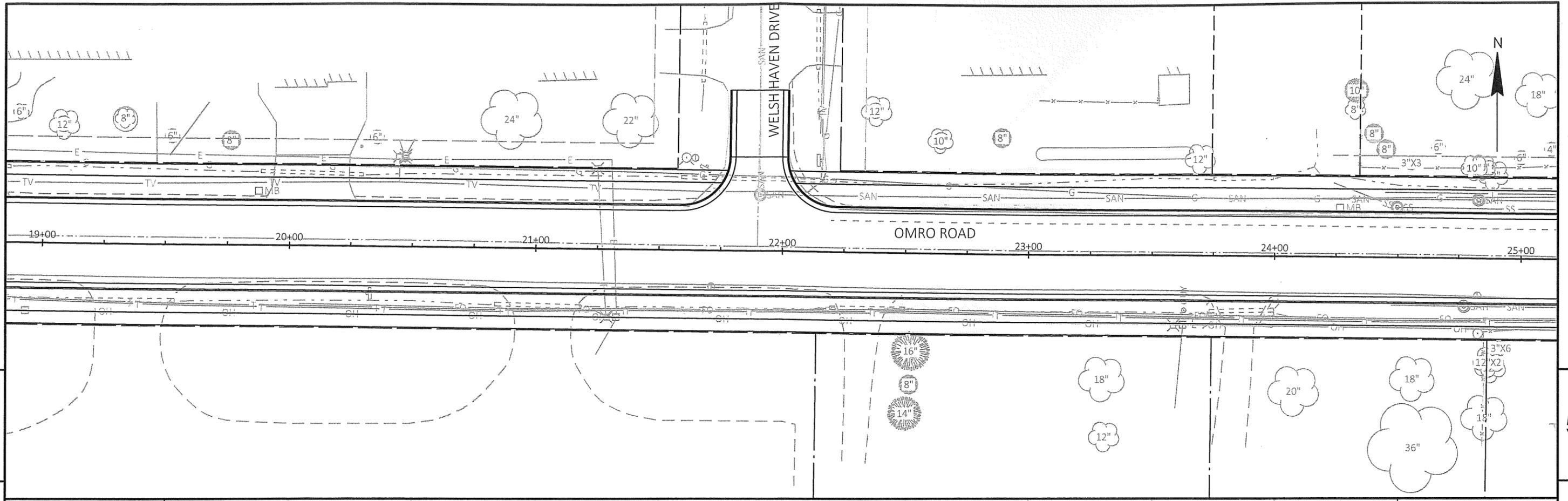
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OMRO ROAD



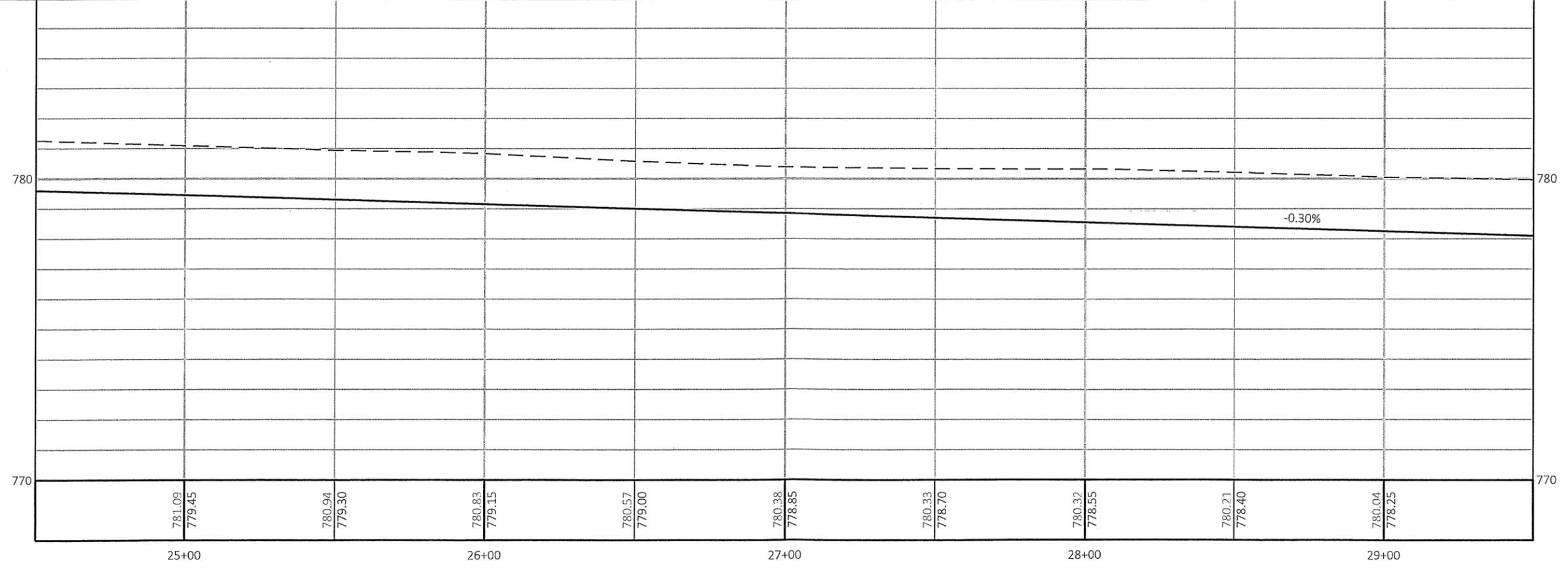
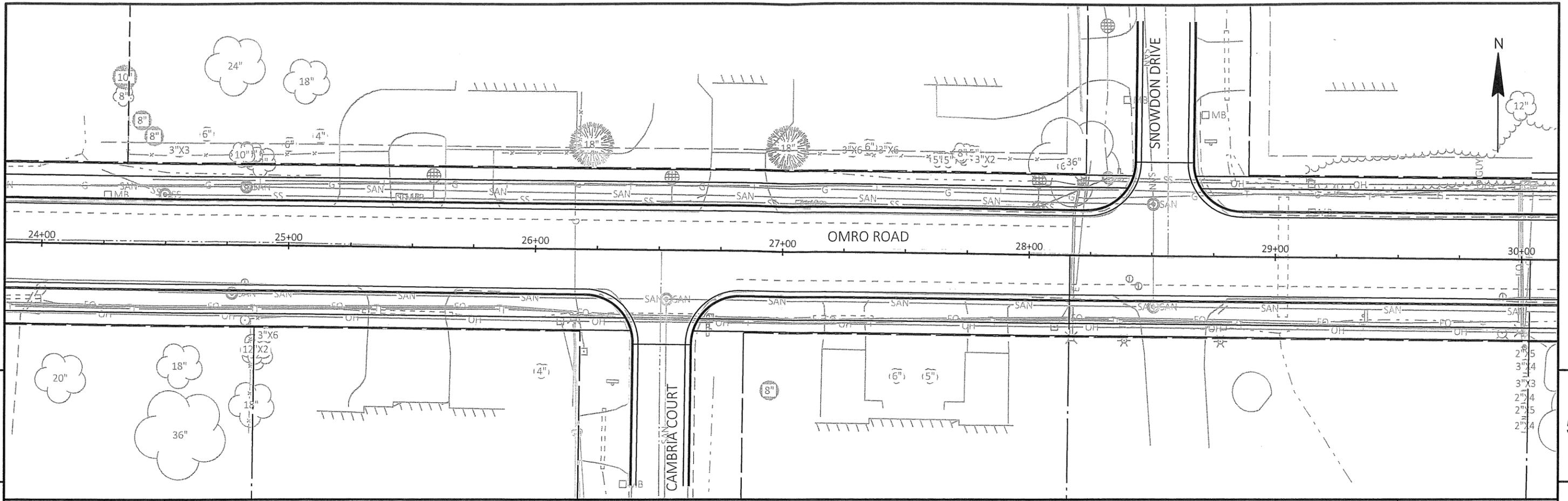
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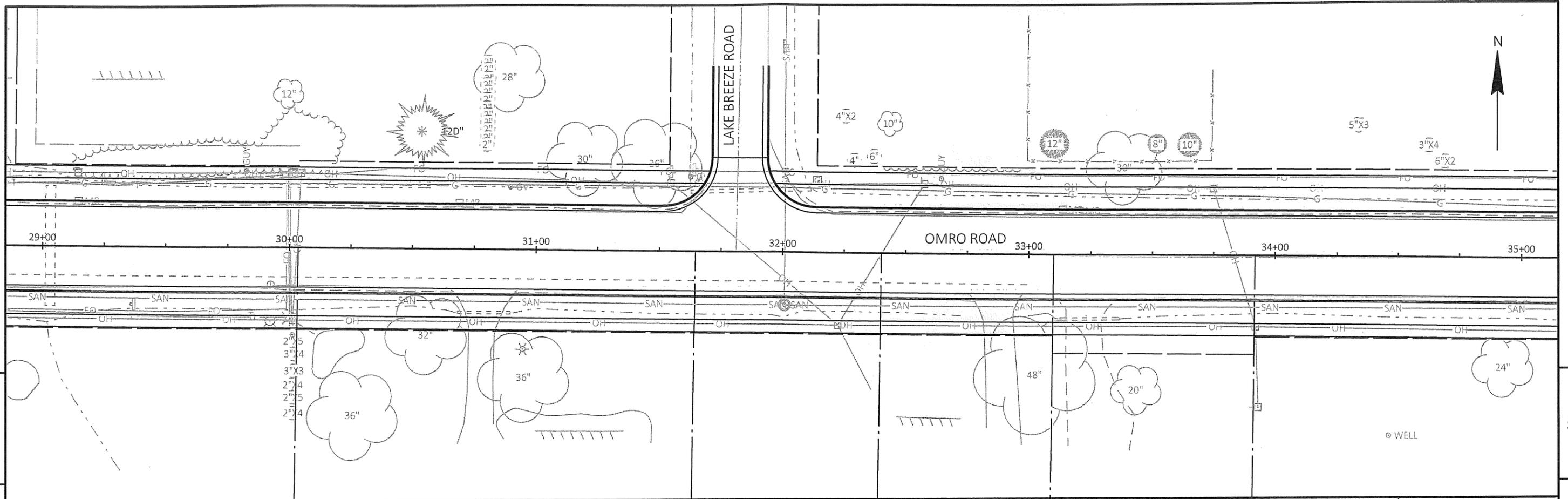
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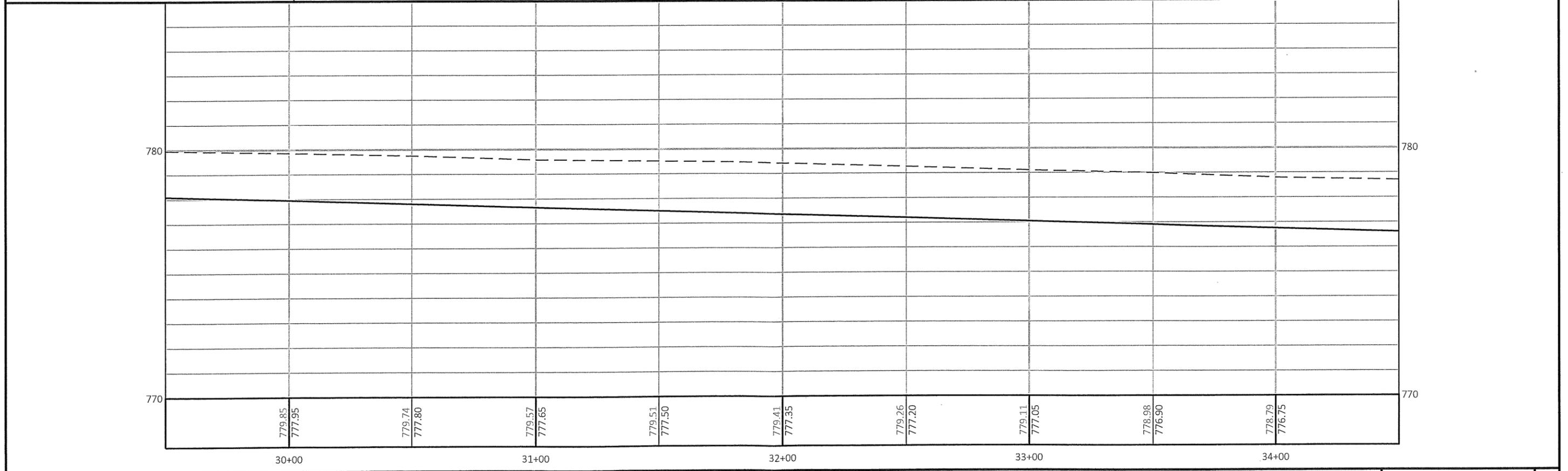


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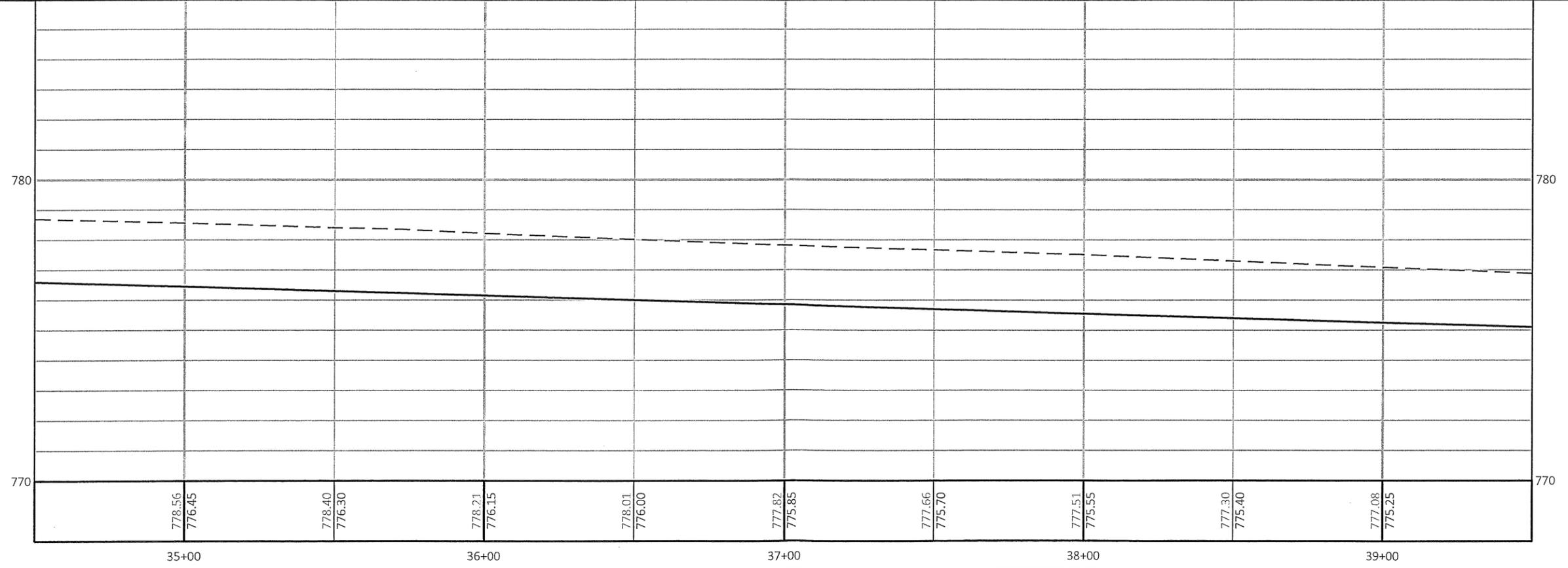
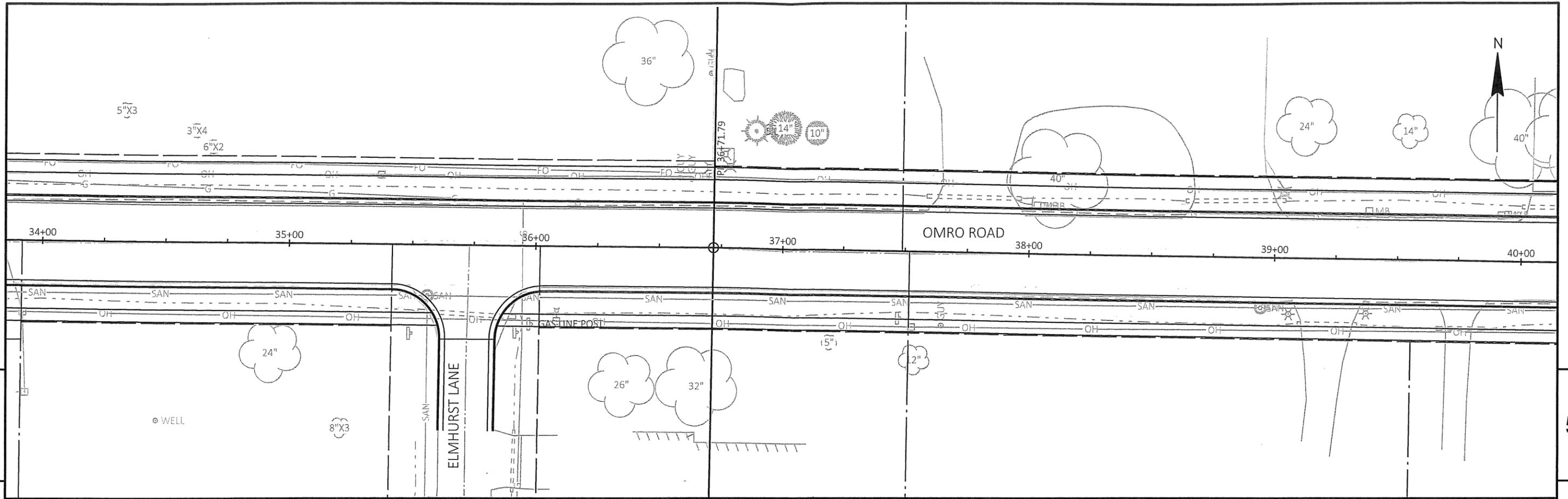


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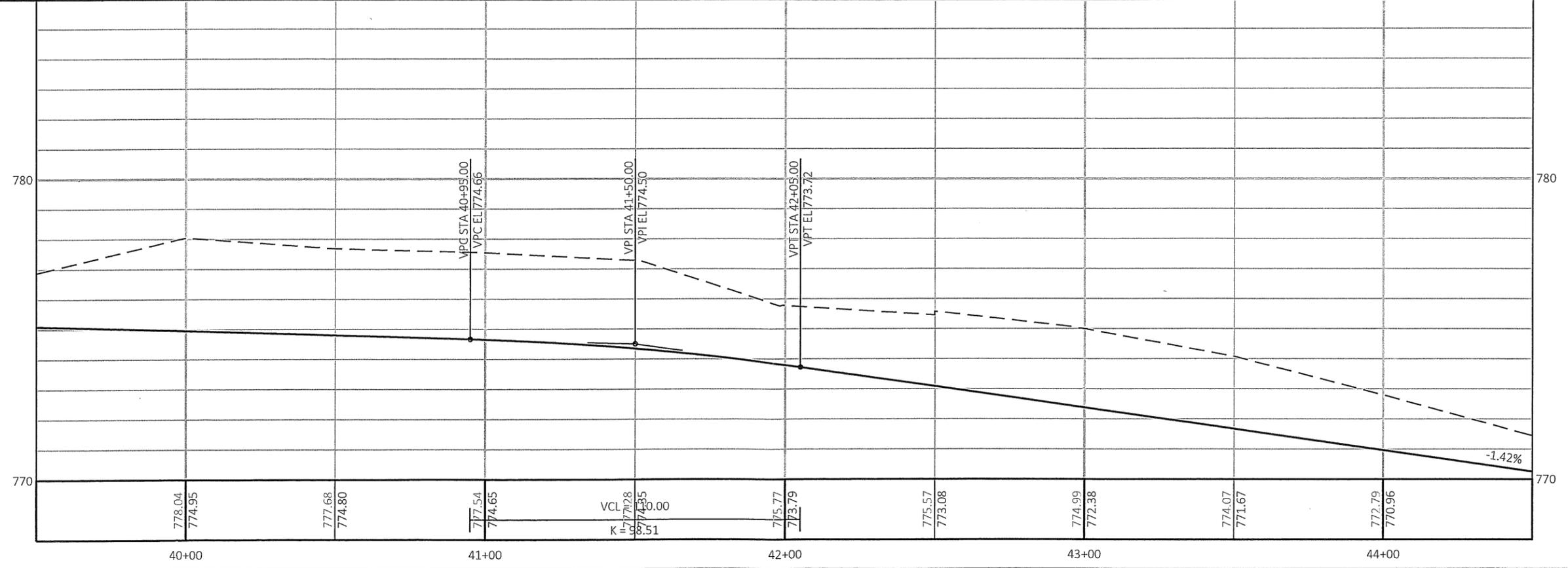
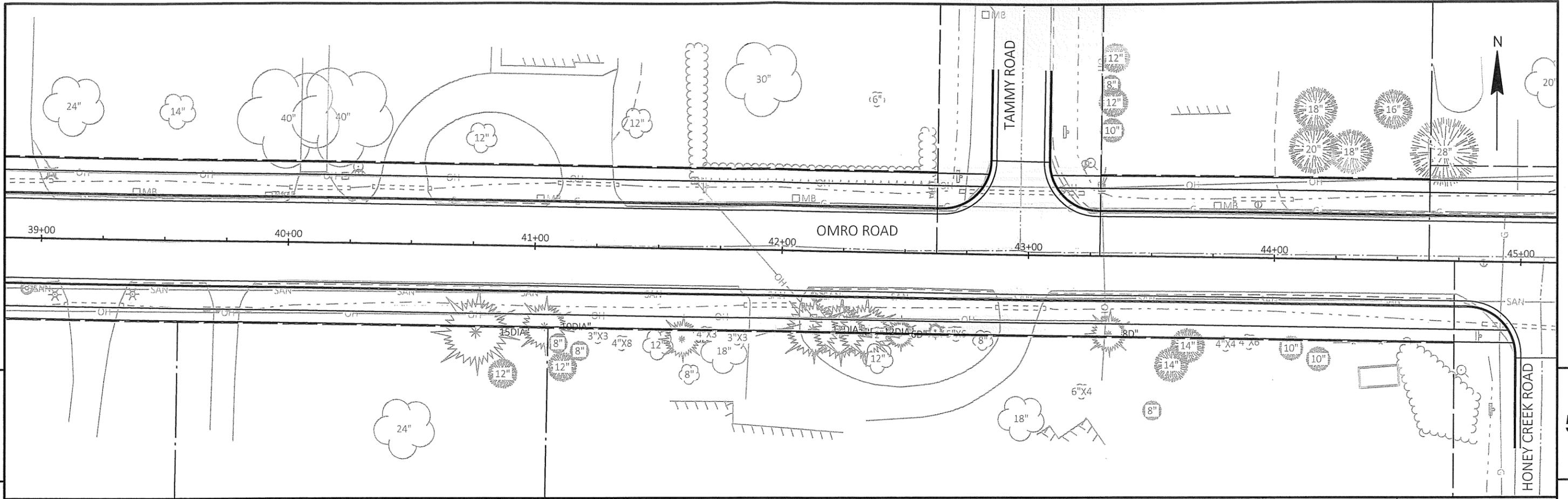
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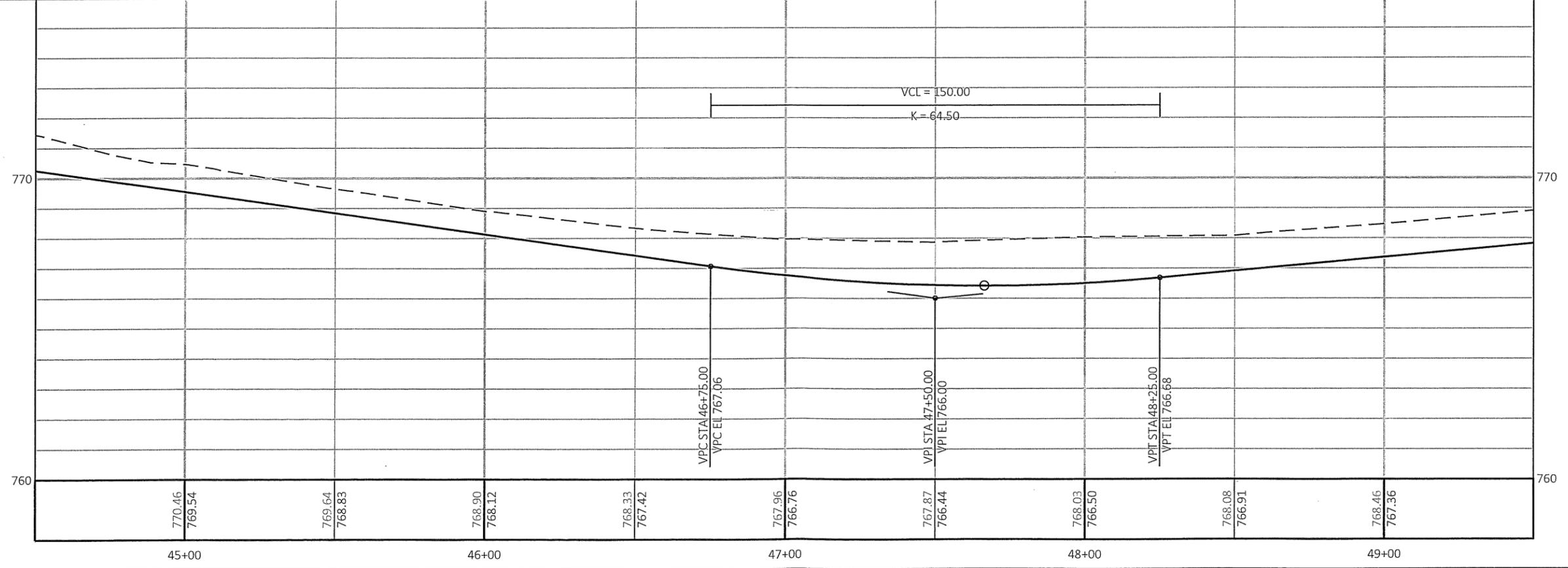
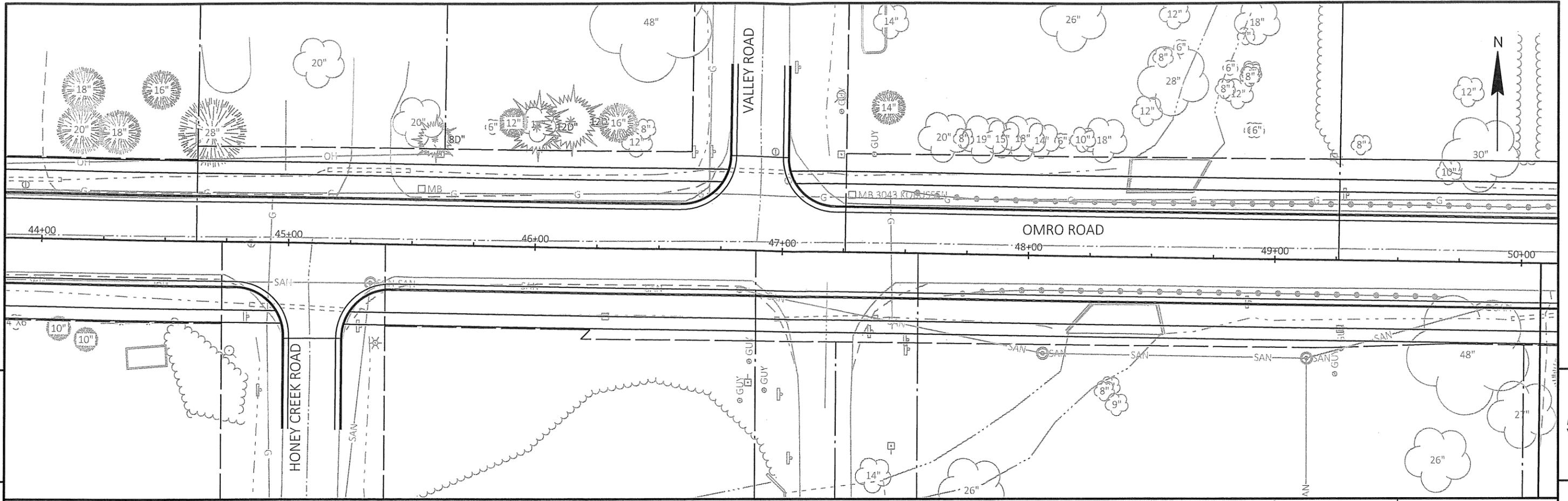
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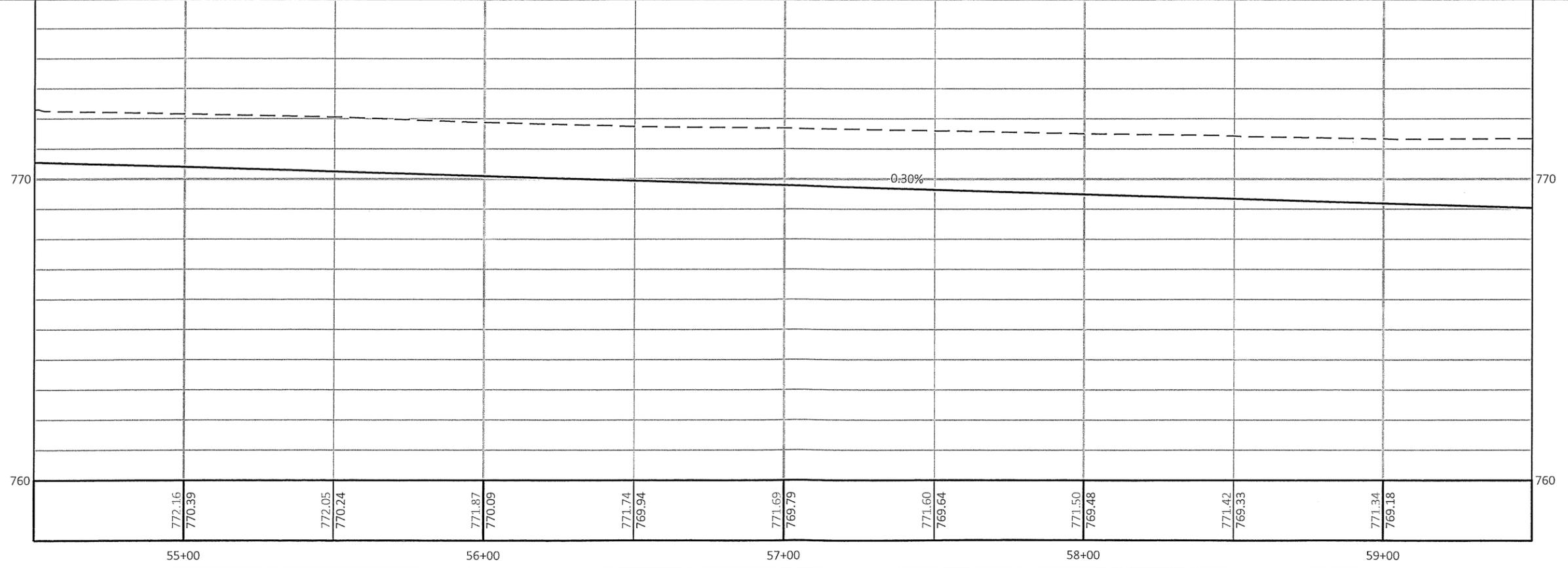
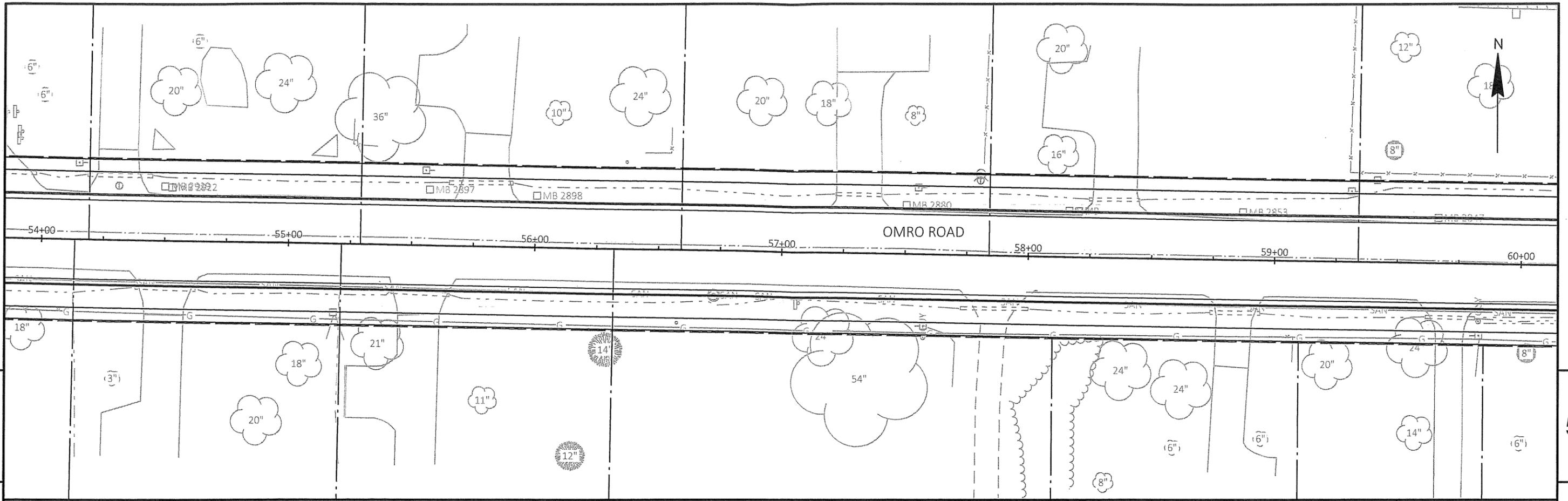
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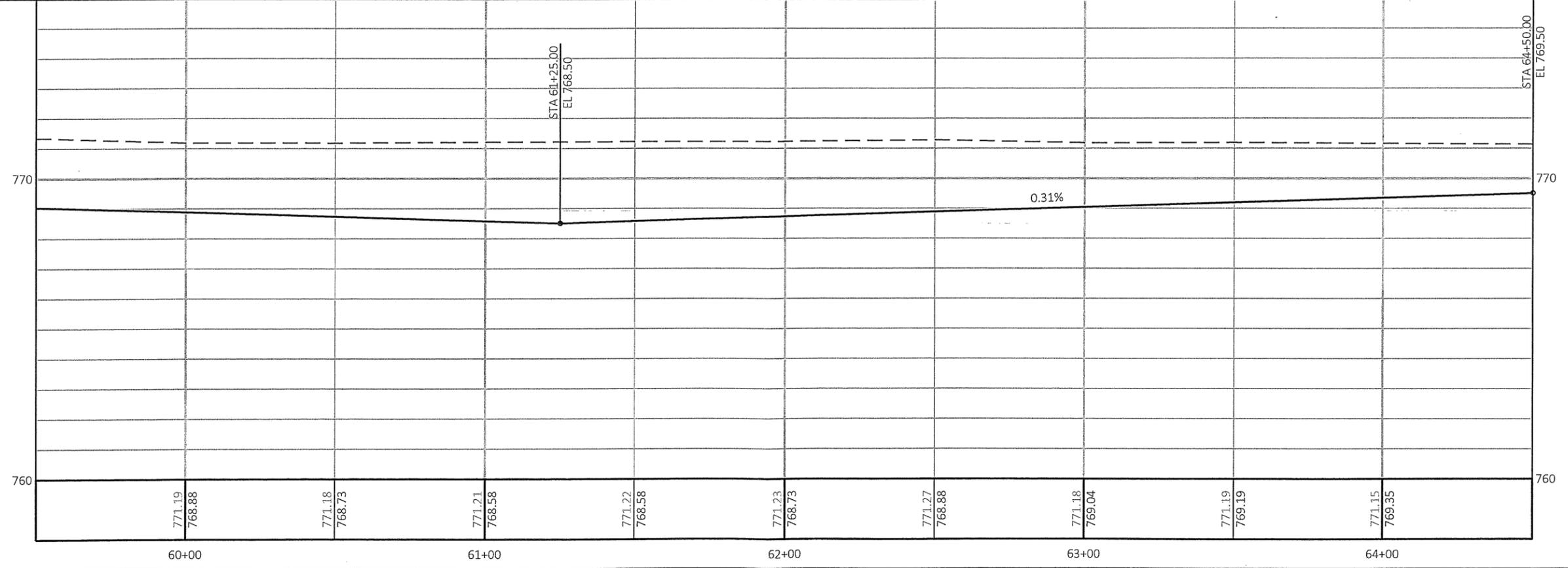
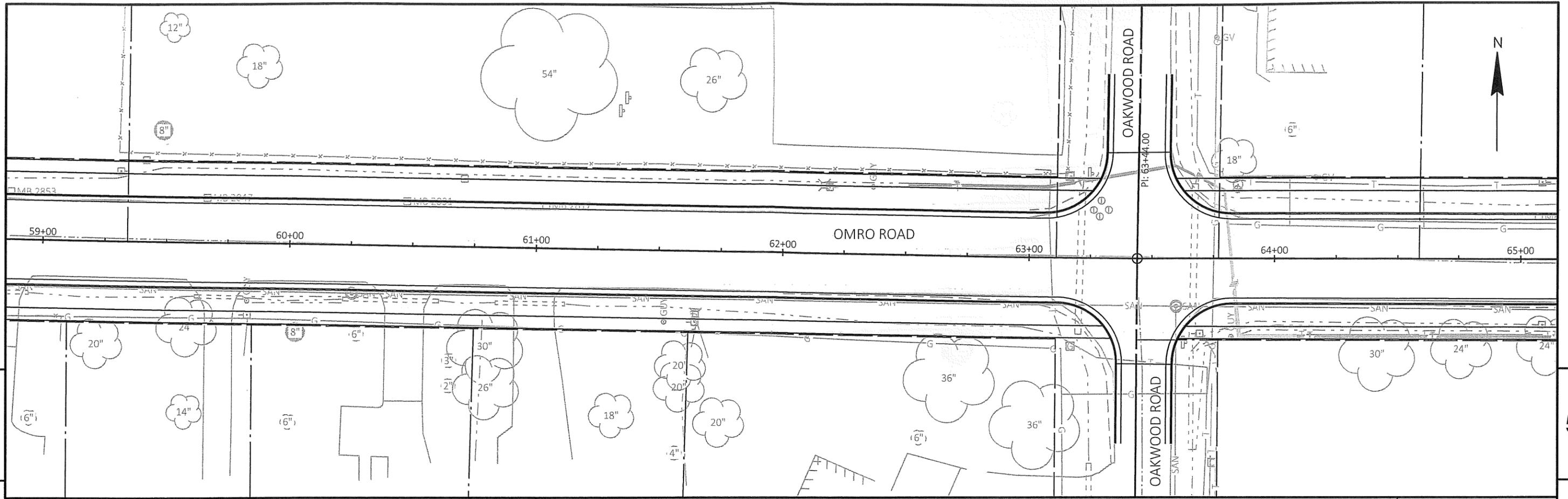
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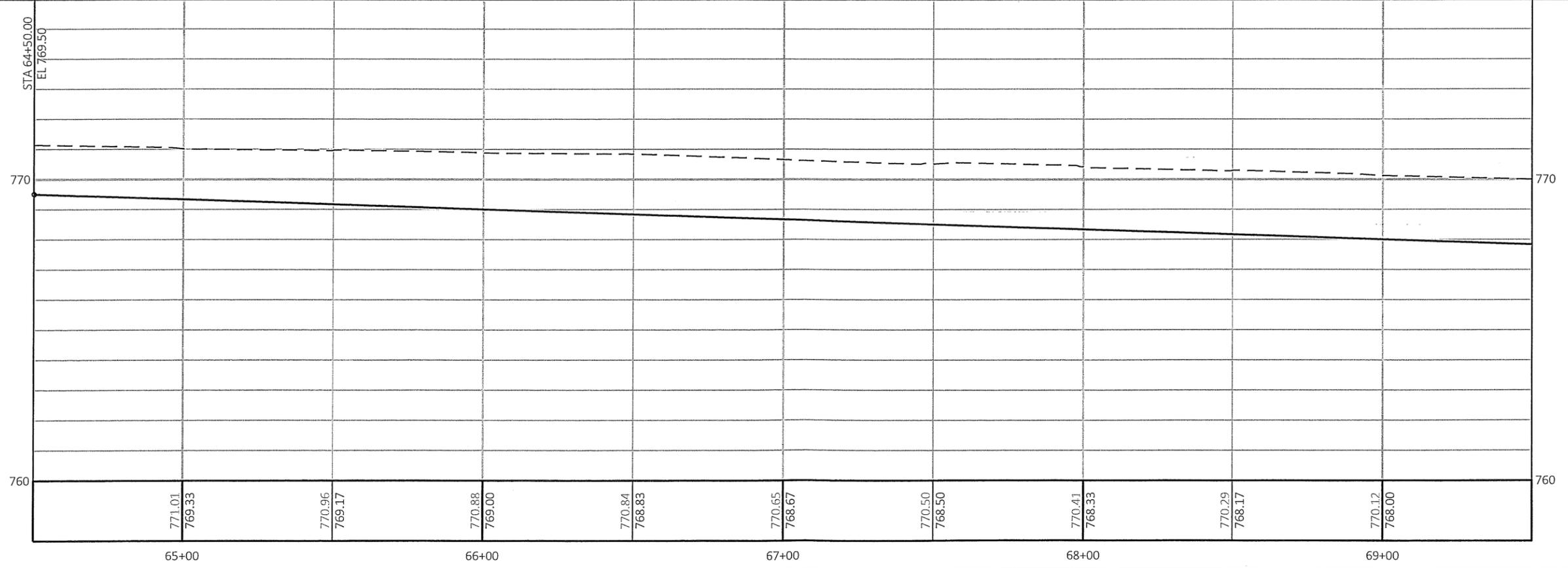
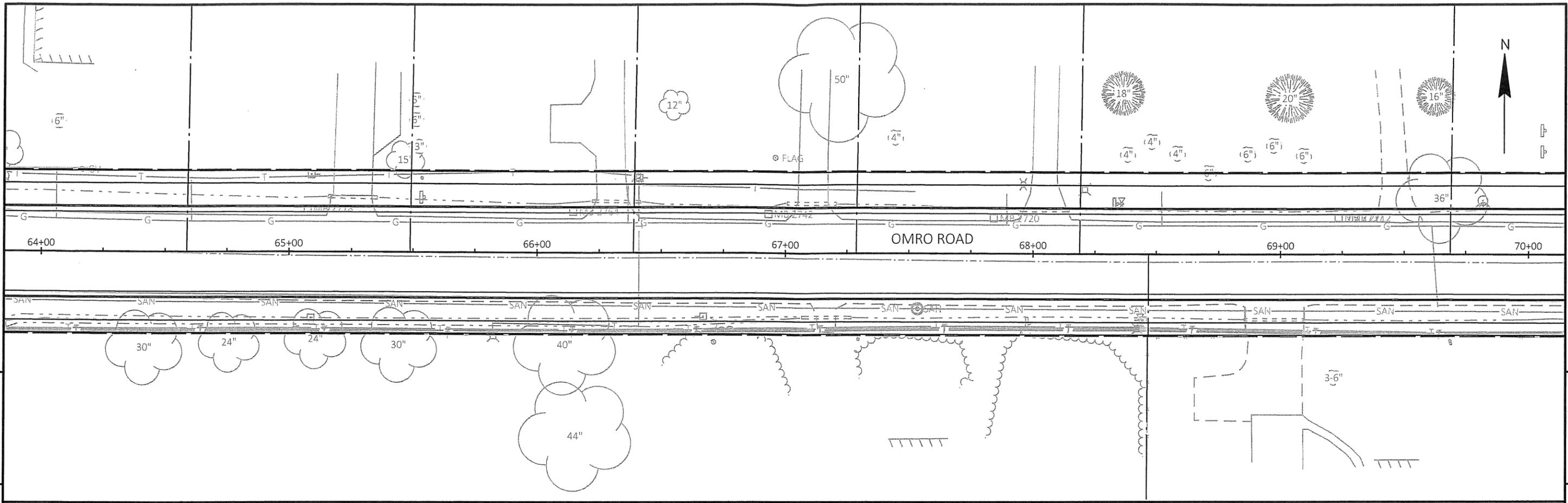
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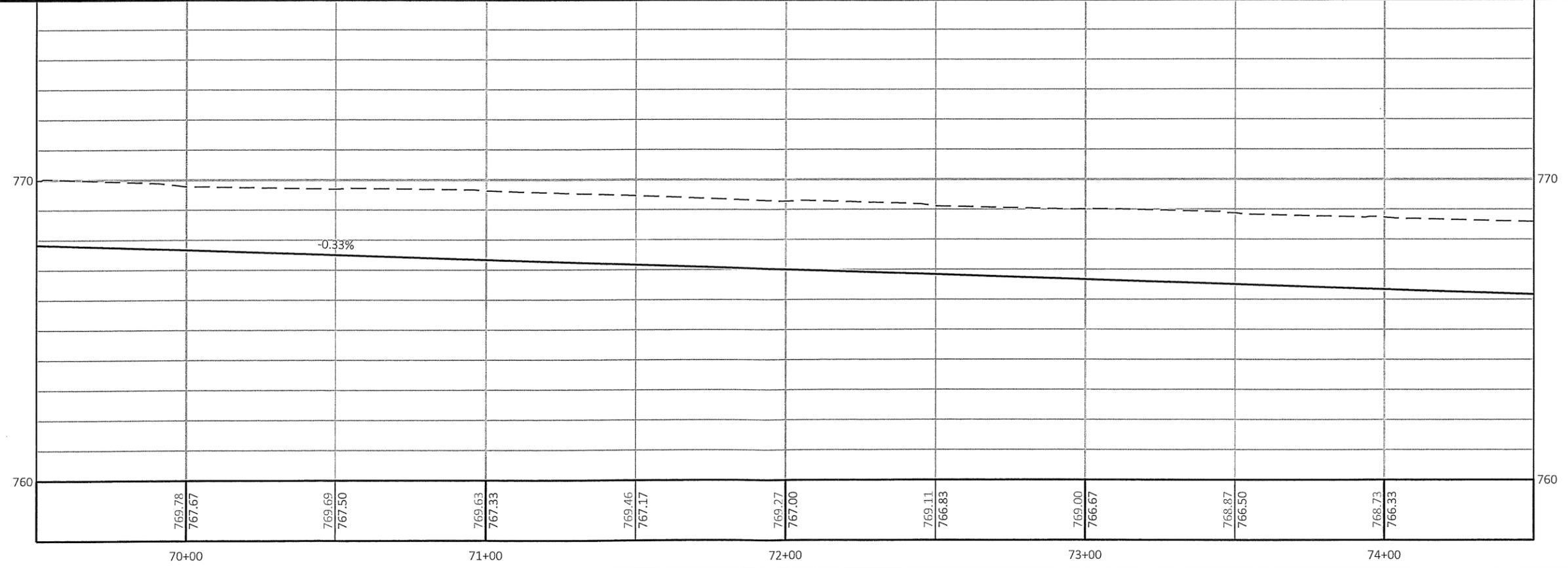
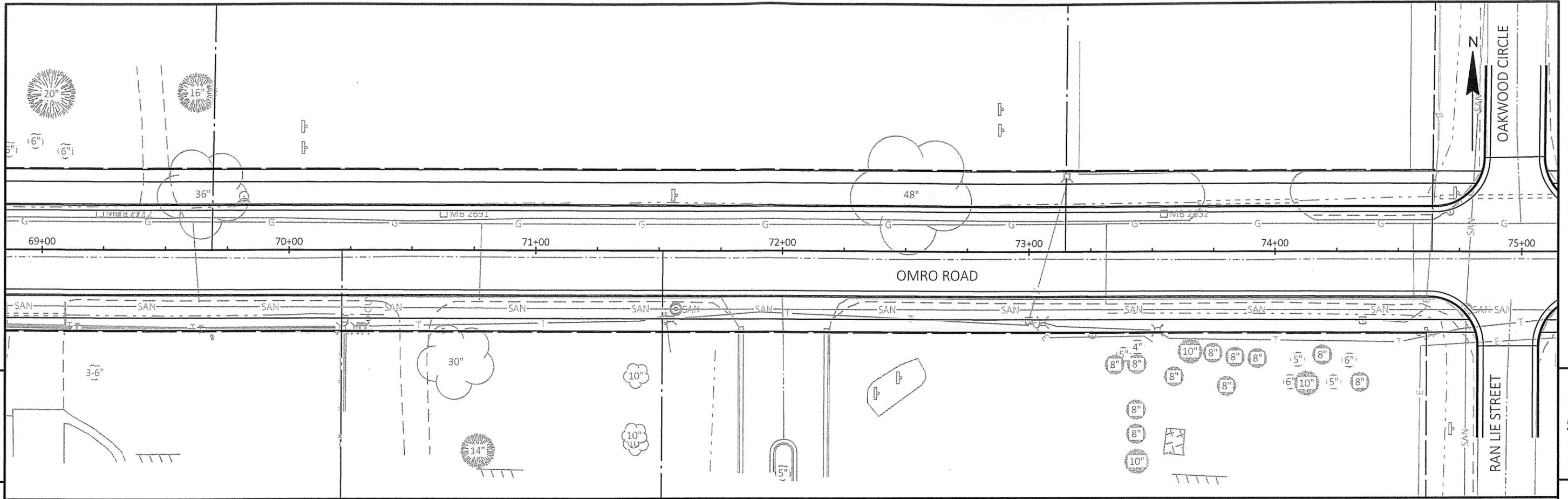
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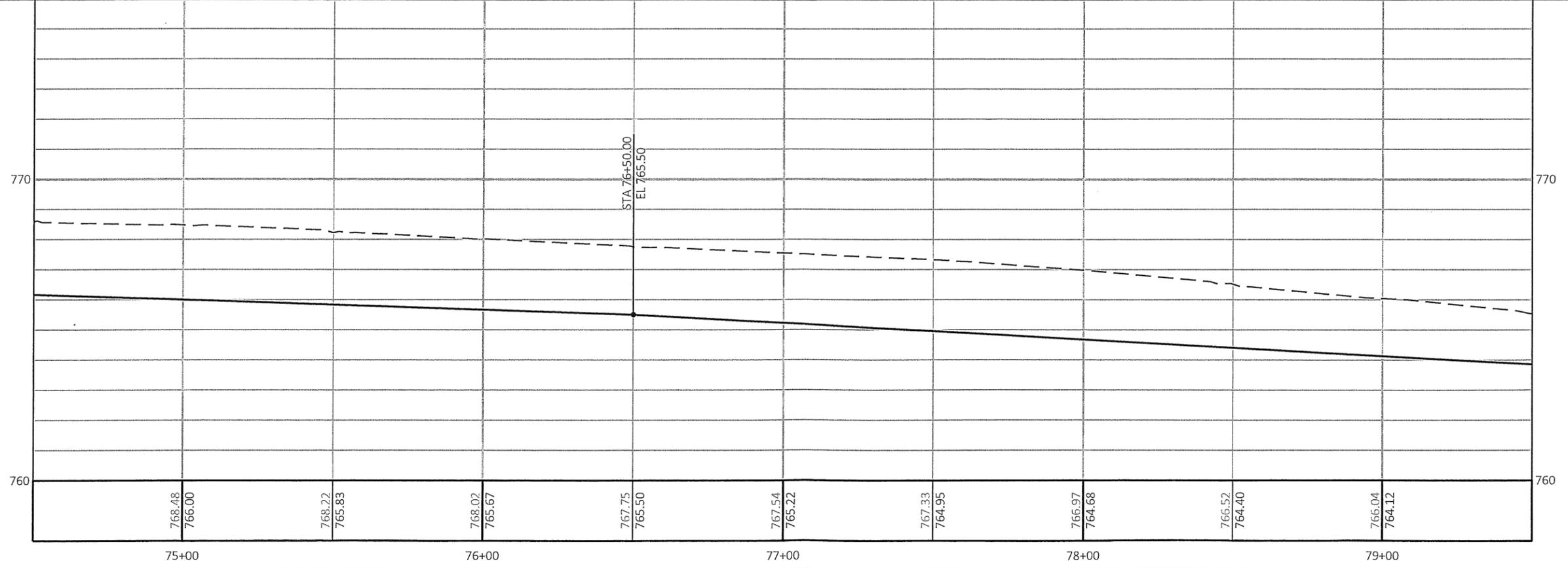
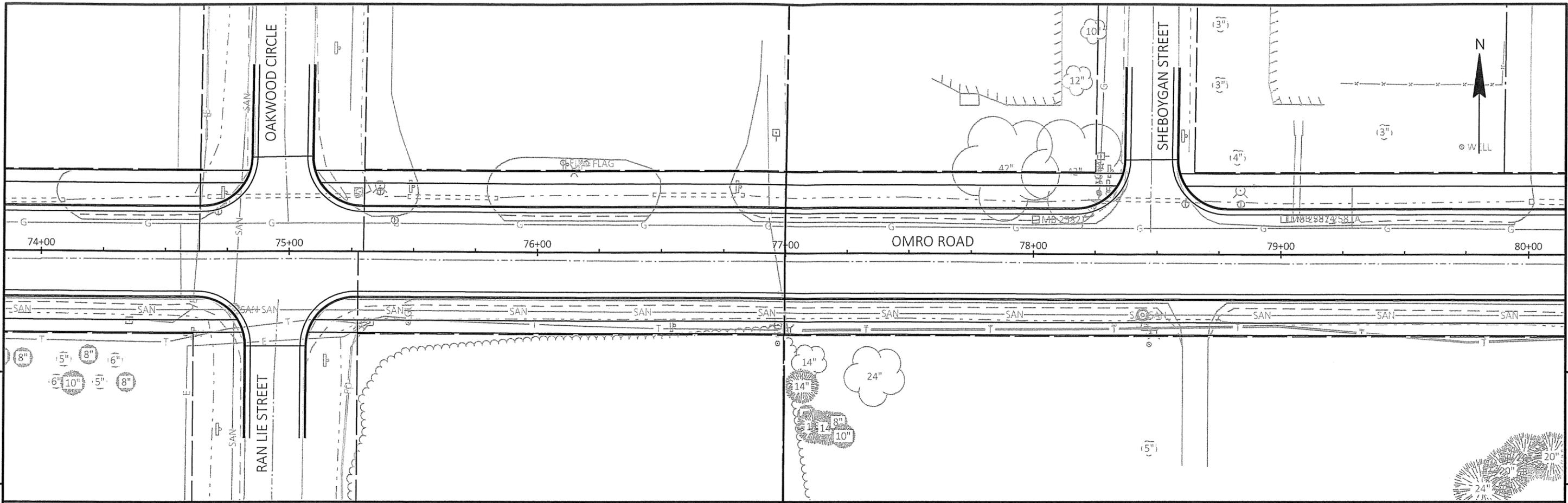
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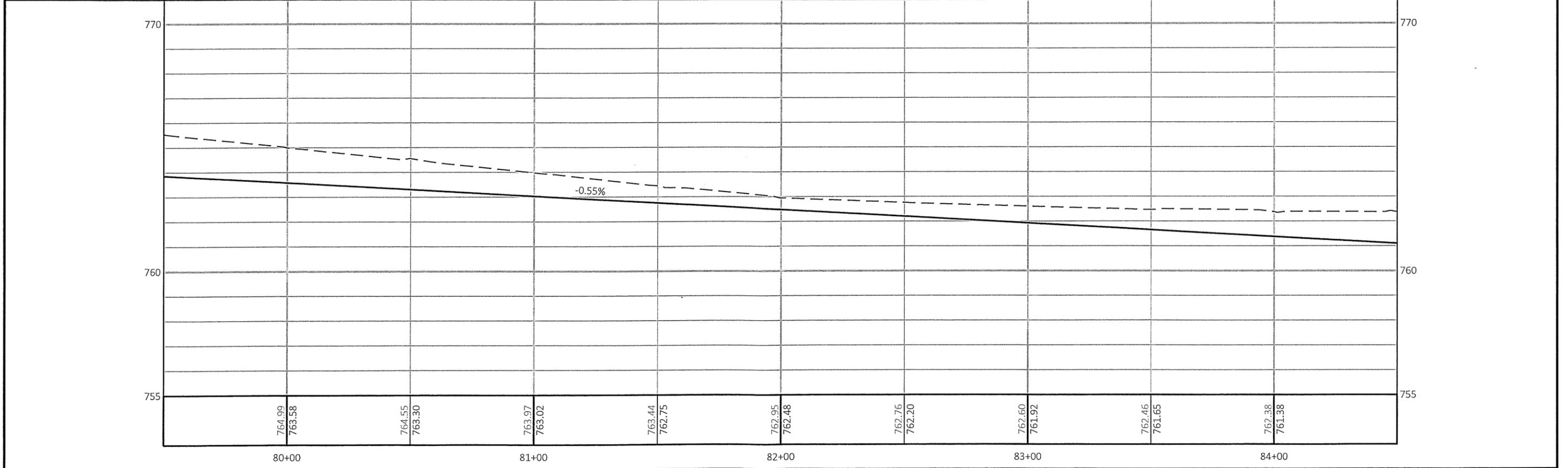
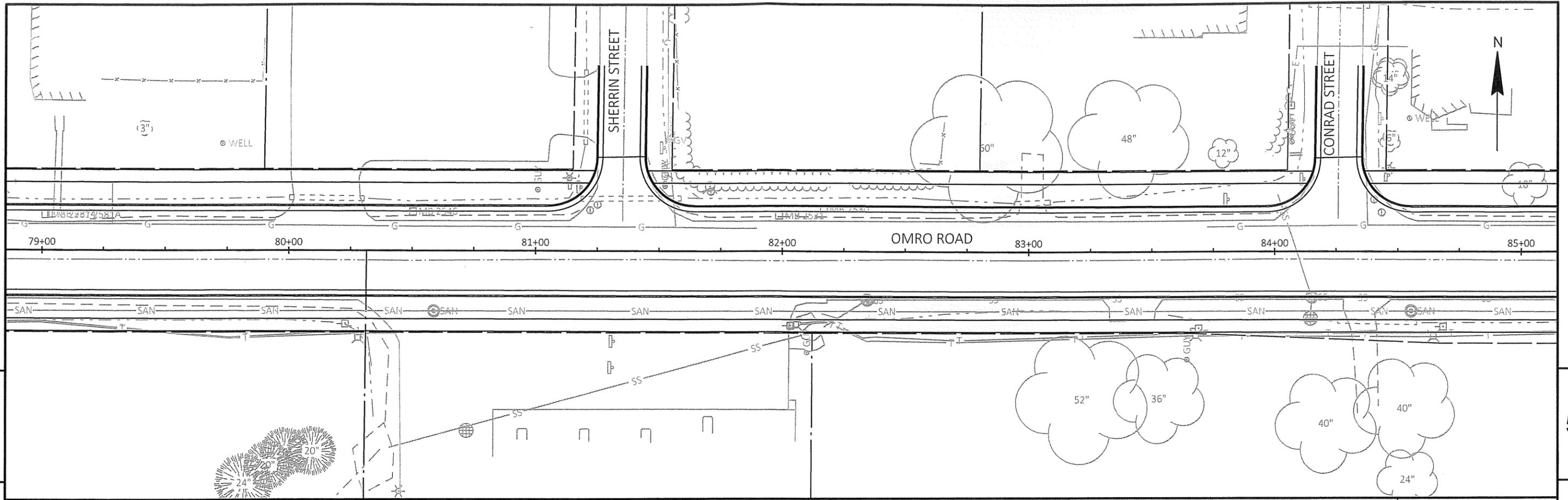
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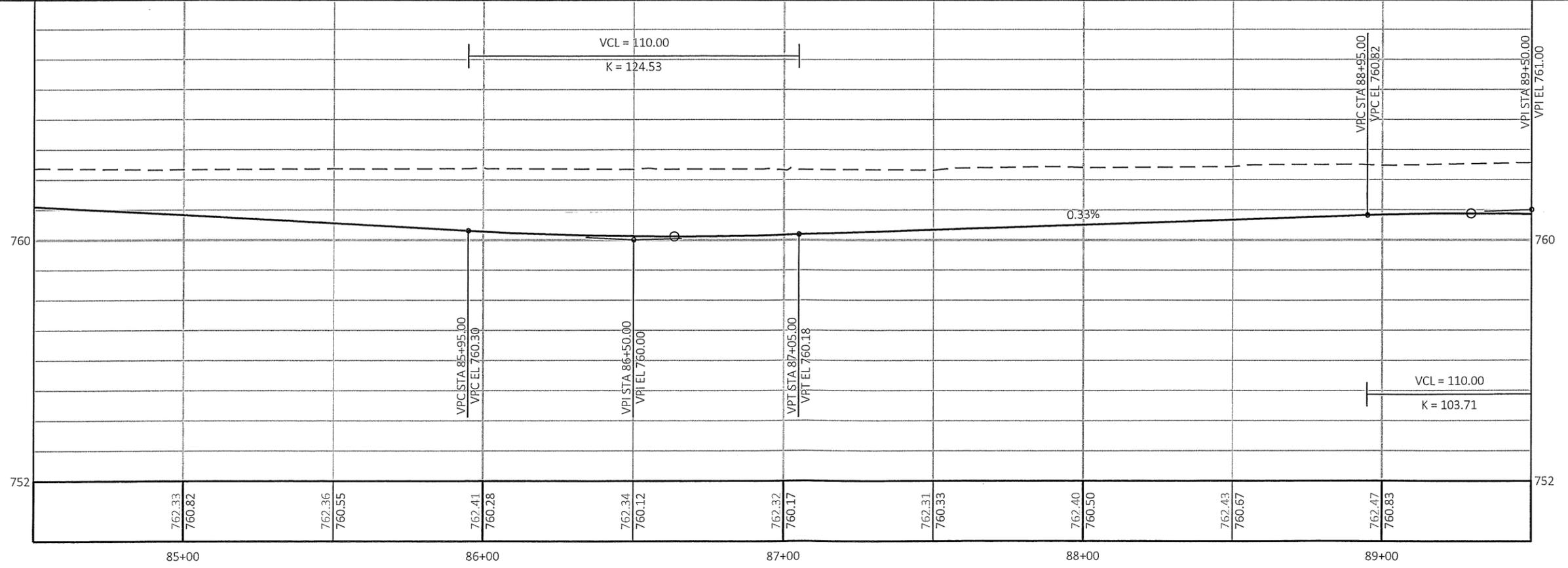
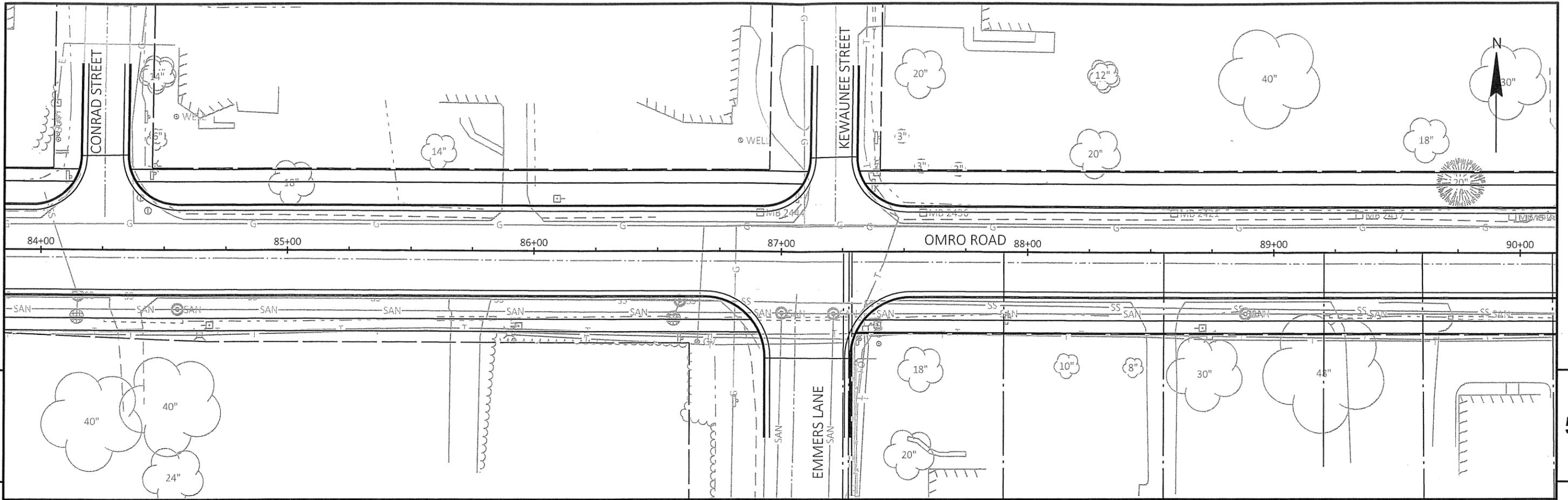
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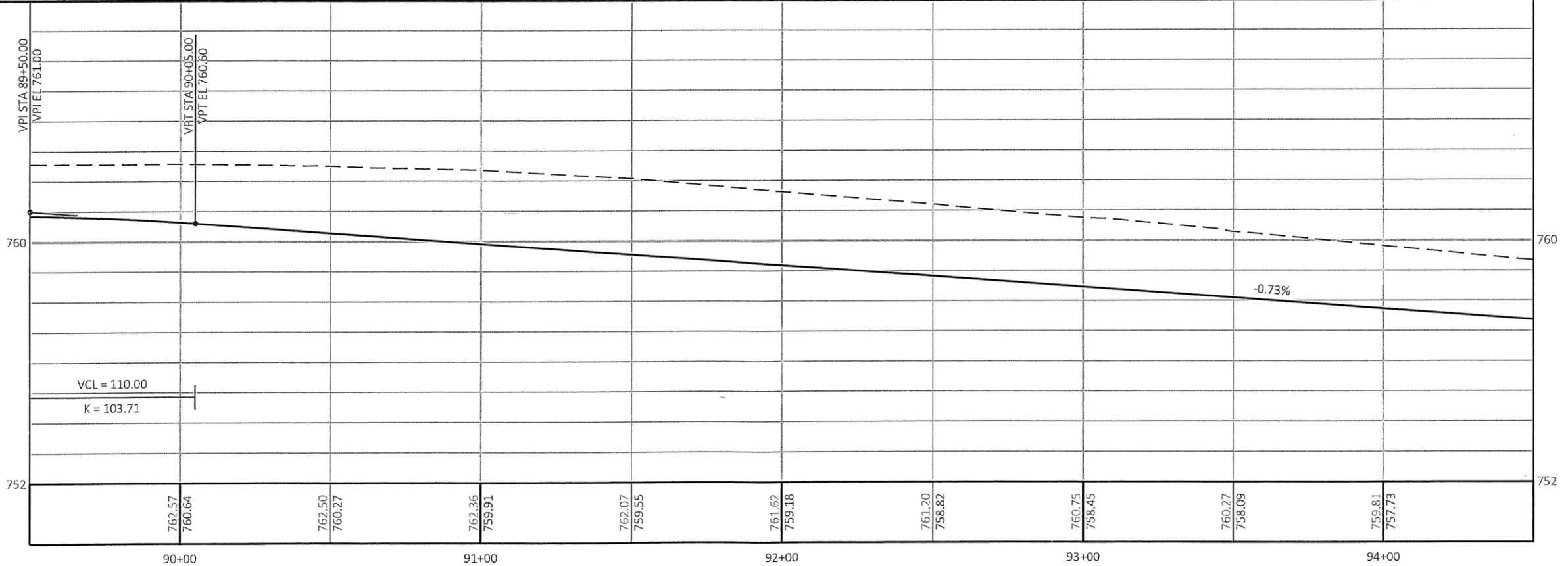
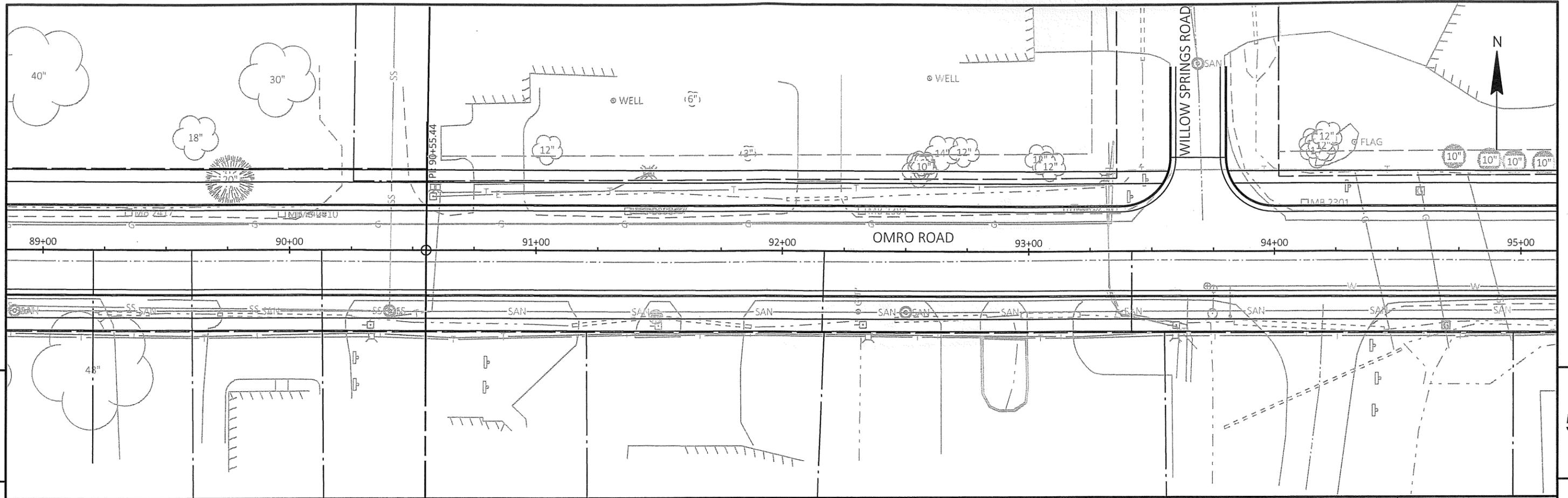
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PROJECT NO: XXXX-XX-XX HWY: OMRO ROAD COUNTY: WINNEBAGO PLAN AND PROFILE: OMRO ROAD SHEET E



PROJECT NO: XXXX-XX-XX HWY: OMRO ROAD COUNTY: WINNEBAGO PLAN AND PROFILE: OMRO ROAD SHEET E



PROJECT NO: XXXX-XX-XX

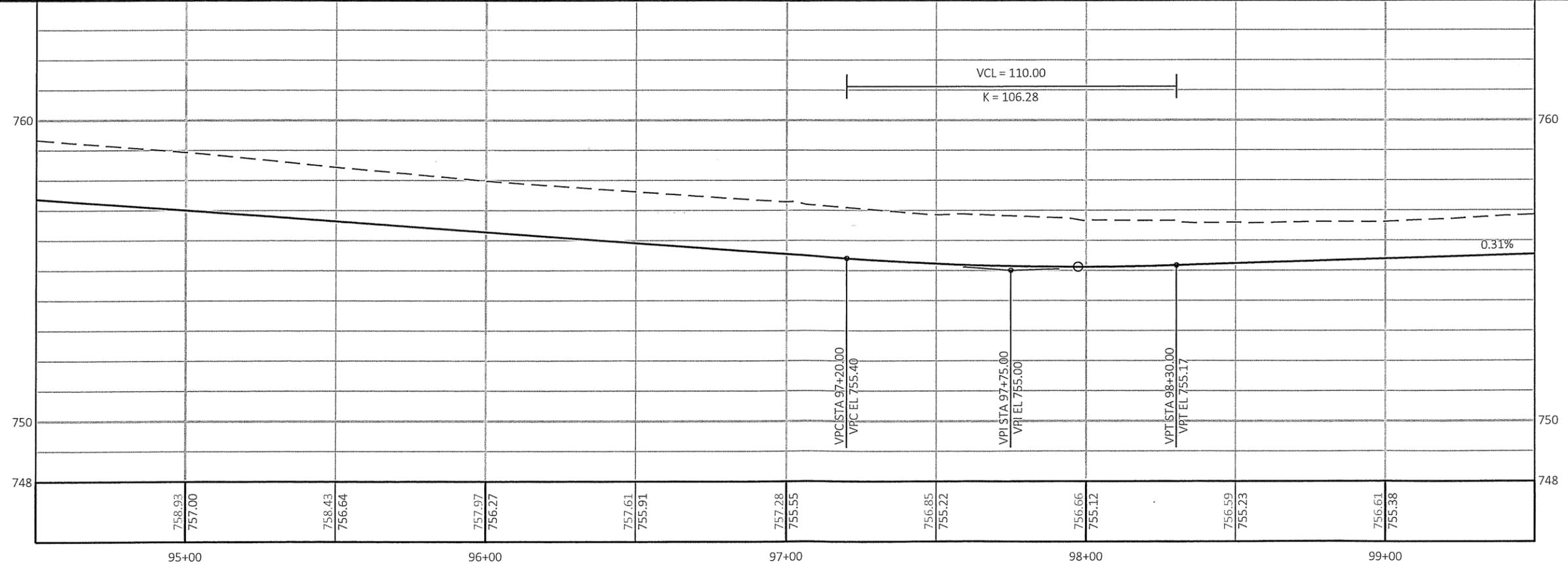
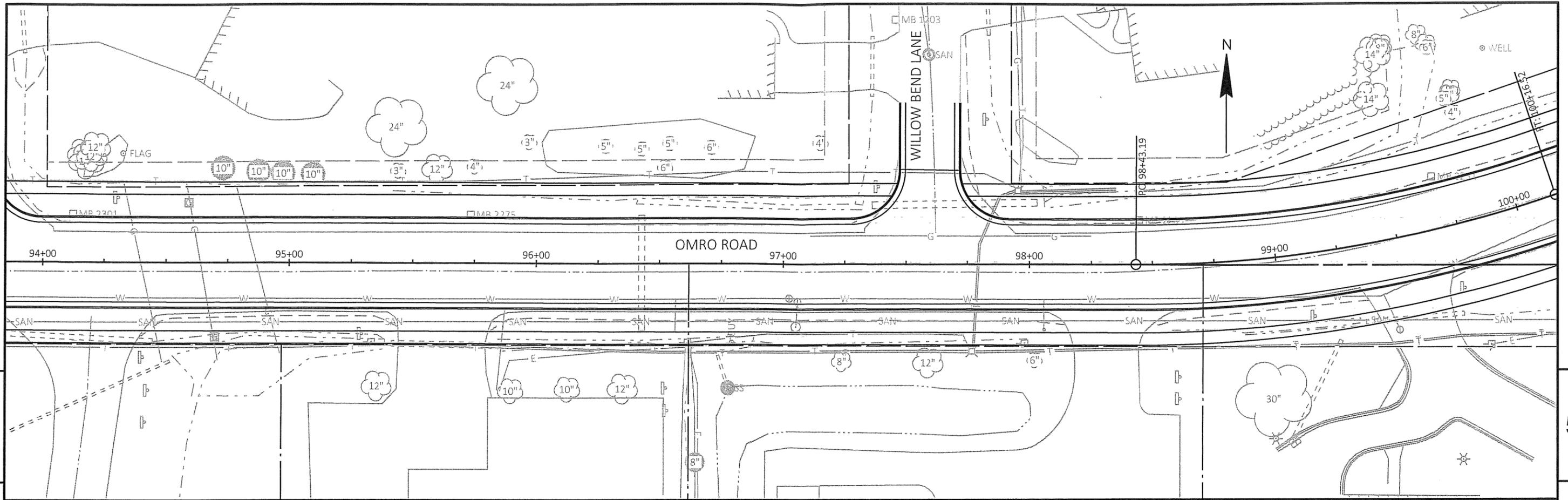
HWY: OMRO ROAD

COUNTY: WINNEBAGO

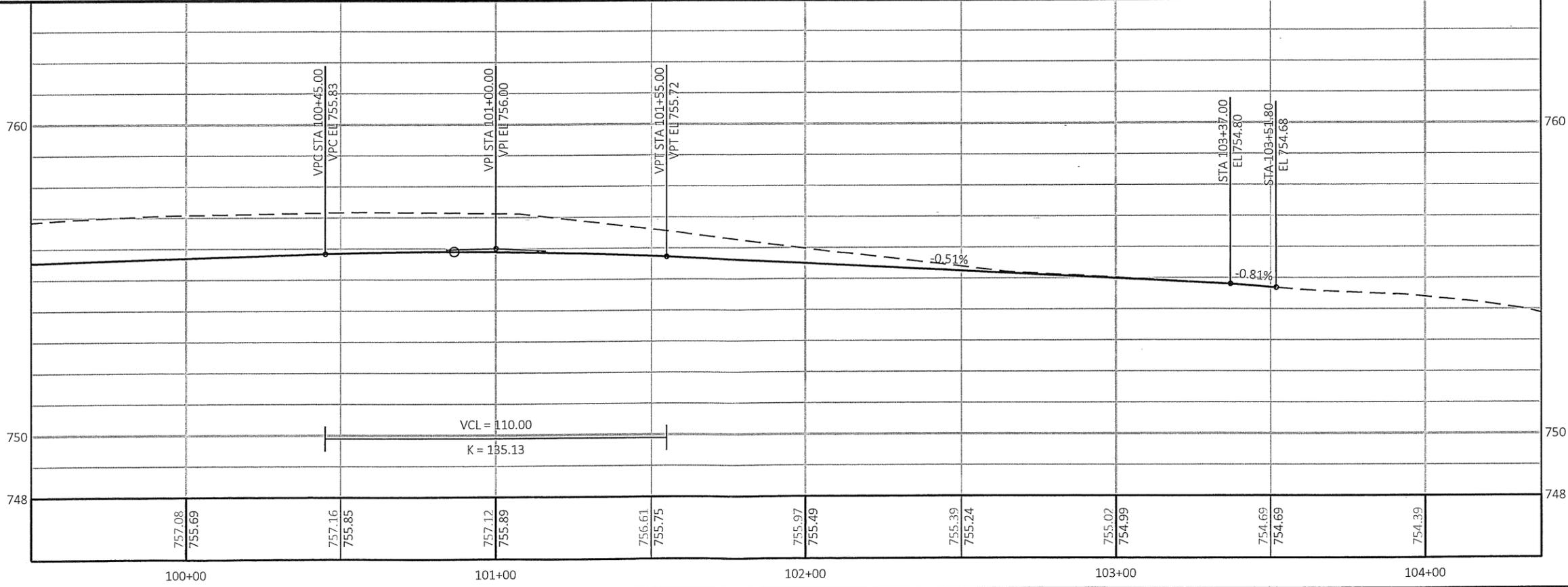
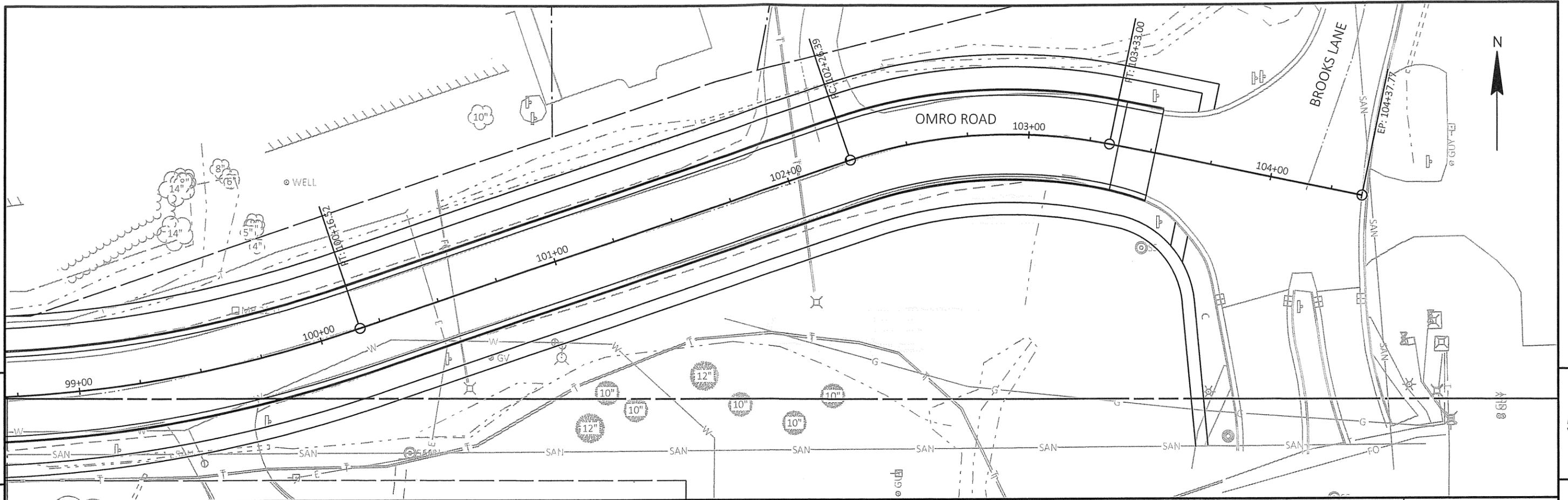
PLAN AND PROFILE: OMRO ROAD

SHEET

E



PROJECT NO: XXXX-XX-XX HWY: OMRO ROAD COUNTY: WINNEBAGO PLAN AND PROFILE: OMRO ROAD SHEET E



PROJECT NO: XXXX-XX-XX HWY: OMRO ROAD COUNTY: WINNEBAGO PLAN AND PROFILE: OMRO ROAD SHEET E

TOWN/FIRE BUILDING STUDY

CATEGORY: TOWN FACILITIES

PROJECT: 2022-BUILDING STUDY

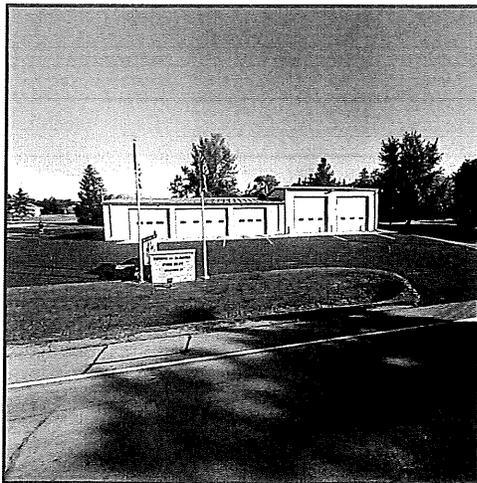
FOCUS AREA: TOWN HALL

DEPARTMENT PRIORITY: MEDIUM

LOCATION: VARIOUS

FUND: 51000

EST. COMPLETION DATE: ILLUSTRATIVE



Description & Scope: Town Hall and Algoma Fire Station buildings are reaching and age and size where a future complex needs to be considered. The proposed scope of work will include assessment of current needs/sites, address future needs, locations and potential structures.

Purpose: Assess the viability of current structures to fit future Town needs.

History & Key Milestones: Town Hall was built in 1946 and Fire Station in 1978.

FINANCIAL SUMMARY

	PRIOR YEAR	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL FY 2019 - 2023
--	------------	---------	---------	---------	---------	---------	----------------------

LOCAL					50,000		50,000
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STATE

FEDERAL

OTHER

OPERATING IMPACT

New Town complex will increase usability of services and will decrease annual operating expenses.

TOTAL PROJECT DETAILS

Notes:

TOTAL PROJECT COST	50,000
PRIOR YEAR FUNDING	0
PRIOR YEAR AVAILABLE	0
FY 2019 PROPOSED	0
FY 2020-2023 PROPOSED	50,000
REMAINING NEED	0



Date: February 20, 2019

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 DANDE ACRES, LLC d/b/a POPLAR CREEK.

ITEM DESCRIPTION

DandE Acres, LLC d/b/a Poplar Creek is a new applicant for a Class "B" Fermented Malt Beverage License and "Class B" Intoxicating Liquor License. This license is to serve beer and liquor on premises. Ericka and Daniel Pierson are in the process of opening a Wedding/Event barn on the site of the old Beck Farm located at 4541 County Road K. 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 DandE Acres, LLC d/b/a Poplar Creek. .

Date: February 14, 2019
To: Town of Algoma Board
From: Benjamin Krumenauer, Administrator

Re: ITEM 8B: DISCUSSION RE: RFP FOR 2019 STORMWATER IMPROVEMENTS PROJECT

ITEM DESCRIPTION

This item relates to the proposed 2019 Stormwater Improvements project that has been developed. The intent of the project is to address continuing nuisance water and storm related runoff for five different locations within the community.

1. **Sheldon Drive:** Scope includes ditch enhancements and regrading, storm main extension and sump pump discharge laterals, culvert and driveway replacement and site remediation. This project has components that can be billed to the adjacent property owner as a special charge.
2. **Kewaunee Street:** Includes culvert removal and replacement under Kewaunee Street. The existing culverts have reached their designed life and are in need of replacement.
3. **Scenic Drive:** Improvements include the extension of storm laterals to redirect nuisance sump pump water. This area does not have the grade for defined ditch swales. The shoulder of the roadway acts as the storm/runoff system.
4. **Milford Drive:** This location includes replacement of and improvement to an existing drain tile located immediately west of Milford Drive. The tile in areas was not properly installed and in others has reached its life. Replacement is required in order to maintain Town designated storm easements located between Milford Drive residences and St Paul's United Church of Christ.
5. **Brooks Lane:** Proposed improvements include driveway culvert and surface replacement, re-ditching and general site grading. This area was never designed with proper ditches. As such sump pump and limited storm events have no designated place to flow. This project has components that can be billed to the adjacent property owner as a special charge.

In order for the Town's design consultant and staff to pursue formal bids for construction, a reaffirmation of project scope and potential cost needs to be considered. Improvements are anticipated to begin late spring and be completed by end of 2019.

ATTACHMENTS

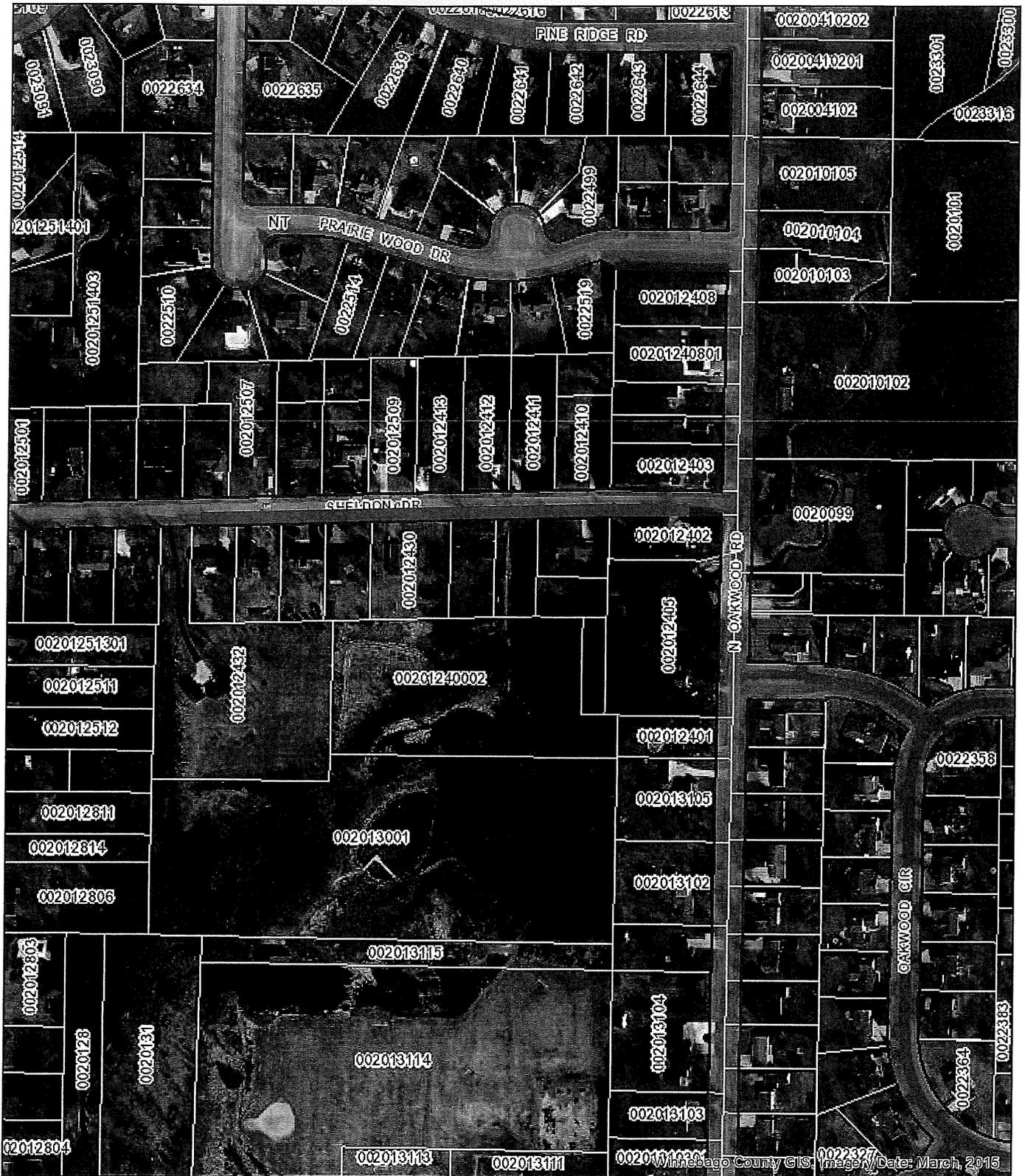
- A. Project Locations Map (labeled 2018)

- B. Opinion of Probable Cost
- C. Projected Charges to Property Owner

RECOMMENDATION

Administrator is seeking an affirmative recommendation to bid out the 2019 Stormwater Improvements Project as described.

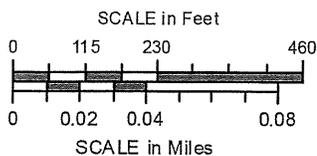
Sheldon Drive



Winnebago County GIS Image / Date: March, 2015



April 18, 2018



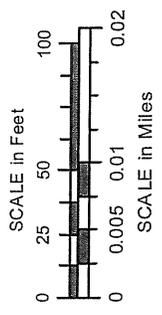
W.I.N.G.S. Project Disclaimer
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Scenic Drive



Winneshago County GIS, Imagery Date: March, 2015

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April 18, 2018



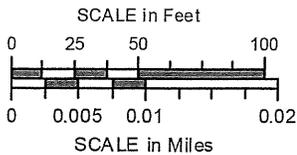
Milford Drive Drain Tile



Winnebago County GIS, Imagery Date: March, 2015



April 18, 2018



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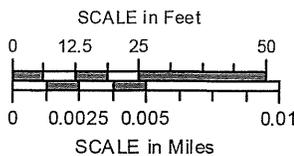
Kewaunee St



Winnebago County GIS, Imagery Date: March, 2015



April 18, 2018

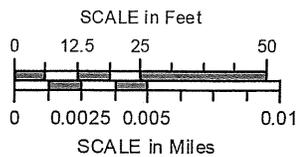


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Brooks Lane



April 18, 2018



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PRELIMINARY ASSESSMENTS

SHELDON DRIVE										
Parcel ID	Address	Owner(s)	Asphalt Driveway Restoration (\$25/SY)	Asphalt Driveway Slope Restoration (\$250/EA)	21-Inch x 15-Inch CMPA Culvert (\$40/LF)	17-Inch x 13-Inch CMPA Culvert (\$35/LF)	21-Inch x 15-Inch CMPA Apron Endwall (\$250/EA)	17-Inch x 13-Inch CMPA Apron Endwall (\$200/EA)	Total Cost	Notes
002012402	2829 Sheldon Dr	Ryan Wolf	39	2		28		2	\$2,855	
002012409	2849 Sheldon Dr	Carl & Kathy Chapman	23	2	20		2		\$2,375	Ex 18" culvert may be removed/reset?
002012433	-	Town of Algoma	97	2	48		2		\$5,345	
00201243001	2885 Sheldon Dr	Bryan & Lynn Gilbertson	42	2		30		2	\$3,000	
002012430	2903 Sheldon Dr	Adam & Dena Dorn	42	2		30		2	\$3,000	
002012429	2921 Sheldon Dr	Joseph & Victoria Connelly	44	2		30		2	\$3,050	
002012428	2939 Sheldon Dr	Jack & Bobbi Starrett	37	2		30		2	\$2,875	
0020124101	2949 Sheldon Dr	David & Mary Koch	35	2		28		2	\$2,755	
002012431	2963 Sheldon Dr	Robert & Ramona Wenrich	27	2		26		2	\$2,485	
002012504	3008 Sheldon Dr	Susan Molski	26	2		28		2	\$2,530	
002012505	2966 Sheldon Dr	Marlin Schmude	33	2		28		2	\$2,705	
002012507	2952 Sheldon Dr	David & Joni Lohry	55	2		38		2	\$3,605	
002012508	2938 Sheldon Dr	Louis Shawn & Rosem Ragenoski Campbell	41	4		48		4	\$4,505	
002012510	2924 Sheldon Dr	Excel Properties, LLC	22	2		26		2	\$2,360	
002012509	2892 Sheldon Dr	Erik & Patti Ellifson	15	2		26		2	\$2,185	
002012413	2886 Sheldon Dr	Eric Thon	55	2		32		2	\$3,895	Includes cost for additional excavation/gravel base
002012412	2872 Sheldon Dr	Jeffrey & Birgitte Goldman	31	2		22		2	\$2,445	
002012411	2860 Sheldon Dr	John Kelnhoffer Jr & Amanda Clark	30	2		28		2	\$2,630	
002012410	2848 Sheldon Dr	Terrance & Marcia Steele	18	1		22		2	\$1,870	18 LF of culvert extension paid for by Town

TOTAL: \$56,470

AVG: \$2,972

BROOKS LANE										
Parcel ID	Address	Owner(s)	Asphalt Driveway Restoration (\$25/SY)	Asphalt Driveway Slope Restoration (\$250/EA)	21-Inch x 15-Inch CMPA Culvert (\$40/LF)	17-Inch x 13-Inch CMPA Culvert (\$35/LF)	15-Inch CMPA Apron Endwall (\$200/EA)	17-Inch x 13-Inch CMPA Apron Endwall (\$200/EA)	Total Cost	Notes
002009104	1332 Brooks Ln	Bruce Schoenberger	40	3		53		3	\$4,205	27 LF of 70' culvert enclosure
00200910701	1334 Brooks Ln	Corey & Tracy Sphatt	44	1		43		1	\$3,055	43 LF of 70' culvert enclosure
002009107	1338 Brooks Ln	Joe & Phyllis Tondeu	21	2		26		2	\$2,335	

TOTAL: \$9,595

AVG: \$3,198

OPINION OF PROBABLE COST

Owner:
 Project Name:
 McM No.
 Project Manager:

T. Algoma
 2019 Drainage Improvements
 A0018-9-18-00500.06
 Phil Kleman, CPESC



2019 Drainage Improvements

A. Sheldon Drive

Item	Qty	Unit	Description	Unit Price	Total
A1	1	LS	Traffic Control	\$1,500.00	\$1,500.00
A2	12	EA	Temporary Ditch Check	\$150.00	\$1,800.00
A3	161	LF	18-Inch Storm Sewer	\$50.00	\$8,050.00
A4	435	LF	12-Inch Storm Sewer	\$40.00	\$17,400.00
A5	375	LF	8-Inch Storm Sewer	\$30.00	\$11,250.00
A6	549	LF	4-Inch Sch 40 PVC Storm Sewer Lateral	\$25.00	\$13,725.00
A7	9	EA	Bore 4-Inch Storm Sewer Lateral (Approx. 34')	\$1,500.00	\$13,500.00
A8	13	EA	Storm Sewer Lateral Connection	\$200.00	\$2,600.00
A9	3	EA	Storm Manhole (30-Inch Dia)	\$1,200.00	\$3,600.00
A10	1	LS	Reconstruct Bottom of Median 3 Inlet	\$1,000.00	\$1,000.00
A11	1	EA	Connect Existing 6-Inch Storm & 18-Inch Storm to Storm Manhole	\$500.00	\$500.00
A12	20	EA	Remove Existing Driveway Culvert	\$150.00	\$3,000.00
A13	102	LF	21-Inch x 15-Inch CMPA Culvert	\$40.00	\$4,080.00
A14	490	LF	17-Inch x 13-Inch CMPA Culvert	\$35.00	\$17,150.00
A15	6	EA	21-Inch x 15-Inch CMPA Apron Endwall	\$250.00	\$1,500.00
A16	34	EA	17-Inch x 13-Inch CMPA Apron Endwall	\$200.00	\$6,800.00
A17	633	LF	Sawing Asphalt	\$2.00	\$1,266.00
A18	1	LS	Expanded Driveway Grading & Gravel (2886 Sheldon Dr)	\$500.00	\$500.00
A19	712	SY	Asphalt Driveway Restoration	\$25.00	\$17,800.00
A20	39	EA	Asphalt Driveway Side Slope Restoration	\$250.00	\$9,750.00
A21	1,416	LF	Re-Ditching	\$8.00	\$11,328.00
A22	8	CY	Light Rip-Rap	\$40.00	\$320.00
A23	1	LS	Grass Restoration (Topsoil, Seed, Fertilizer & Mulch)	\$17,000.00	\$17,000.00
SUBTOTAL (Items A1 through A23, Inclusive)					\$165,419.00

B. Kewaunee Street

Item	Qty	Unit	Description	Unit Price	Total
B1	1	LS	Traffic Control	\$500.00	\$500.00
B2	1	EA	Temporary Ditch Check	\$150.00	\$150.00
B3	2	EA	Remove Existing 24-Inch CMP Culvert	\$250.00	\$500.00
B4	40	LF	35-Inch x 24-Inch CMPA Culvert	\$60.00	\$2,400.00
B5	2	EA	35-Inch x 24-Inch CMPA Apron Endwall	\$400.00	\$800.00
B6	50	LF	Sawing Asphalt	\$2.50	\$125.00
B7	73	SY	Asphalt Pavement Restoration	\$30.00	\$2,190.00
B8	1	LS	Grass Restoration (Topsoil, Seed, Fertilizer Mulch)	\$600.00	\$600.00
SUBTOTAL (Items B1 through B8, Inclusive)					\$7,265.00

C. Scenic Drive

Item	Qty	Unit	Description	Unit Price	Total
C1	1	LS	Traffic Control	\$500.00	\$500.00
C2	1	EA	Inlet Protection	\$150.00	\$150.00
C3	1	EA	Remove Existing 4-Inch PVC	\$200.00	\$200.00
C4	13	LF	6-Inch Storm Sewer	\$28.00	\$364.00
C5	223	LF	4-Inch Sch 40 PVC Storm Sewer Lateral	\$25.00	\$5,575.00
C6	9	EA	Bore 4-Inch Storm Sewer Lateral (Approx. 25')	\$1,500.00	\$13,500.00
C7	2	EA	Storm Sewer Lateral Connection	\$400.00	\$800.00
C8	1	EA	6-Inch Cleanout	\$300.00	\$300.00
C9	2	EA	4-Inch Cleanout	\$250.00	\$500.00
C10	1	EA	Connect 6-Inch Storm Sewer to Existing Storm Inlet	\$250.00	\$250.00
C11	1	LS	Grass Restoration (Topsoil, Seed, Fertilizer & Mulch)	\$1,800.00	\$1,800.00
SUBTOTAL (Items C1 through C11, Inclusive)					\$23,939.00

D. Brooks Lane

Item	Qty	Unit	Description	Unit Price	Total
D1	1	LS	Traffic Control	\$500.00	\$500.00
D2	2	EA	Temporary Ditch Check	\$150.00	\$300.00
D3	2	EA	Remove Existing Storm Inlet/Cleanout	\$500.00	\$1,000.00
D4	3	EA	Remove Existing Culverts/Storm Sewer	\$150.00	\$450.00
D5	1	LS	Remove 4 LF - 15-Inch CMP	\$500.00	\$500.00
D6	122	LF	17-Inch x 13-Inch CMPA Culvert	\$30.00	\$3,660.00
D7	1	EA	15-Inch CMP Apron Endwall	\$200.00	\$200.00
D8	6	EA	17-Inch x 13-Inch CMPA Apron Endwall	\$200.00	\$1,200.00
D9	106	LF	Re-Ditching	\$8.00	\$848.00
D10	106	LF	Sawing Asphalt	\$2.50	\$265.00
D11	105	SY	Asphalt Driveway Restoration	\$25.00	\$2,625.00
D12	6	EA	Asphalt Driveway Side Slope Restoration	\$250.00	\$1,500.00
D13	1	LS	Grass Restoration (Topsoil, Seed, Fertilizer & Mulch)	\$1,000.00	\$1,000.00
SUBTOTAL (Items D1 through D13, Inclusive)					\$14,048.00

E. Milford Drive

Item	Qty	Unit	Description	Unit Price	Total
E1	1	EA	Stone Dry Well	\$750.00	\$750.00
E2	194	LF	Drain Tile System	\$40.00	\$7,760.00
E3	1	LS	Grass Restoration (Topsoil, Seed, Fertilizer & Mulch)	\$3,400.00	\$3,400.00
SUBTOTAL (Items E1 through E3, Inclusive)					\$11,910.00
SUBTOTAL (A+B+C+D+E, Inclusive)					\$22,581.00
CONTINGENCY (15%)					\$33,887.15
TOTAL					\$255,968.15
PRELIMINARY ASSESSMENT TOTAL					\$66,305.00
PRELIMINARY TOWN TOTAL					\$189,663.15

Disclaimer: The attached Opinion Of Probable Cost was prepared for use by the Owner in planning for future costs of the project. In providing Opinions Of Probable Cost, the Owner understands that the Design Professional has no control over costs or the price of labor, equipment or materials, or over Construction Professionals' method of pricing, and that the Opinions Of Probable Cost provided herewith are made on the basis of the Design Professional's qualifications and experience. It is not intended to reflect actual costs, and is subject to change with the normal rise and fall of the local area's economy. This Opinion must be revised after every change made to the project or after every 30-day lapse in time from the original submittal by the Design Professional.

Date: February 14, 2019

To: Town of Algoma Board

From: Benjamin Krumenauer, Administrator

Re: ITEM 8C: DISCUSSION RE: REAFFIRMATION OF THE STP-URBAN PROJECT FOR OMRO ROAD FROM BROOKS LANE TO LEONARD POINT ROAD.

ITEM DESCRIPTION

Town Staff has finally received formal approval of our proposed 2021 Omro Road Project. Attached is the proposed State Municipal Agreement that will confirm Wisconsin Department of Transportation and the Town to the Omro Road project. Staff is seeking a reaffirmation of the project and a formal acceptance of the proposed 50% cost share with WisDOT.

ATTACHMENTS

- A. Proposed State Municipal Agreement (SMA)

RECOMMENDATION

Administrator is seeking an affirmative recommendation of the attached SMA.



**1st REVISION
STATE/MUNICIPAL AGREEMENT
FOR A STATE- LET URBANIZED
AREA STP-URBAN PROJECT**

This agreement supersedes the agreement signed by the Municipality on May 9, 2017 and signed by State on May 16, 2017.

Program Name: STP-URBAN

Population Group: 50,000 – 200,000

Sub-program #: 206

Revised Date: JANUARY 30, 2019

Date: APRIL 27, 2017

I.D.: 6436-00-00

Road Name: OMRO ROAD

Limits: LEONARD POINT RD – BROOKS LANE

County: WINNEBAGO

Roadway Length: 1.8 MILES

Functional Classification: COLLECTOR

Project Sponsor: TOWN ALGOMA

Urbanized Area: OSHKOSH MPO

The signatory, Town of Algoma, hereinafter called the Municipality, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to initiate and effect the highway or street improvement hereinafter described.

The authority for the Municipality to enter into this agreement with the State is provided by Sections 86.25(1), (2), and (3) and Section 66.0301 of the Statutes.

NEEDS AND ESTIMATE SUMMARY:

All components of the project must be defined in the environmental document if any portion of the project is federally funded. The Municipality agrees to complete all participating and any non-participating work included in this improvement consistent with the environmental document. No work on final engineering and design may occur prior to approval of the environmental document.

Existing Facility - Describe and give reason for request: **The last improvements for this section of Omro Road was an asphaltic overlay in 2001. The road consists of a rural cross section with 2 lanes of asphalt pavement and 6' wide shoulders. The pavement has a rating of 4 and has transverse and longitudinal cracking with slight raveling and rutting. There are no existing sidewalks. Existing structure B-70-0100 is within the project limits.**

Proposed Improvement - Nature of work: **The proposed improvement is a roadway reconstruction to an urban cross section. The proposed cross section will be 36 feet face of curb to face of curb. There will be on pavement bicycle accommodations. 5' sidewalk will be constructed on each side of the roadway. Structure B-70-0100 will be extended to accommodate the proposed roadway width. Beam guard and lighting are anticipated. There will be moderate grading and strip right of way and temporary limited easements are anticipated.**

Describe non-participating work included in the project and other work necessary to completely finish the project that will be undertaken independently by the Municipality. Please note that non-participating components of a project/contract are considered part of the overall project and will be subject to applicable federal requirements: **Sanitary sewer and watermain.**

The Municipality agrees to the following 2018-2022 Urbanized Area project funding conditions:

Project construction costs are funded with up to 50% federal/state/earmark funding up to a funding limit of \$2,510,072. The Municipality agrees to provide the remaining 50% and any funds in excess of the \$2,510,072 federal/state funding limit. Design costs are funded 100% by the Municipality. Non-participating costs are

100% the responsibility of the Municipality. Any work performed by the Municipality prior to federal authorization is not eligible for federal funding. The Municipality will be notified by the State that the project is authorized and available for charging.

This project is currently scheduled in State Fiscal Year 2021. **In accordance with the State's sunset policy for STP-Urban projects, the subject 2018-2022 STP-Urban improvement must be constructed and in final acceptance within six years from the start of State Fiscal Year 2019, or by June 30, 2024.** Extensions may be available upon approval of a written request by or on behalf of the Municipality to State. The written request shall explain the reasons for project implementation delay and revised timeline for project completion.

The dollar amounts shown in the Summary of Costs Table below are estimates. The final Municipal share is dependent on the final federal participation, and actual costs will be used in the final division of cost for billing and reimbursement. In no event shall federal or State funding exceed the estimate of \$2,510,072 in the Summary of Costs Table, unless such increase is approved in writing by the State through the State's Change Management Policy prior to the Municipality incurring the increased costs.

SUMMARY OF COSTS					
PHASE	Total Est. Cost	Federal Funds	%	Municipal Funds	%
ID 6436-00-00					
Design	\$94,000	\$0	0%	\$94,000	100%
State Review	\$94,000	\$0	0%	\$94,000	100%
ID 6436-00-71					
Participating Construction	\$4,760,000	\$2,387,204	50% *	\$2,372,796	50% + BAL
Non-Participating Construction	\$140,000	\$0	0%	\$140,000	100%
State Review	\$245,000	\$122,868	50% *	\$122,133	50% + BAL
Total Est. Cost Distribution	\$5,333,000	\$2,510,072	N/A	\$2,822,929	N/A

*Construction ID# 6436-00-71 federal funding is limited to \$2,510,072.

This request is subject to the terms and conditions that follow (pages 3 – 7) and is made by the undersigned under proper authority to make such request for the designated Municipality and upon signature by the State and delivery to the Municipality shall constitute agreement between the Municipality and the State. No term or provision of neither the State/Municipal Agreement nor any of its attachments may be changed, waived or terminated orally but only by an instrument in writing executed by both parties to the State/Municipal Agreement.

Signatures certify the content has not been altered by the municipality.
Signed for and in behalf of: **Town of Algoma** (please sign in blue ink.)

Name	Title	Date
------	-------	------

Signed for and in behalf of the State:

Name	Title	Date
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GENERAL TERMS AND CONDITIONS:

1. All projects must be in an approved Transportation Improvement Program (TIP) or State Transportation Improvement Program (STIP) prior to requesting authorization.
2. Work prior to federal authorization is ineligible for federal funding.
3. The Municipality, throughout the entire project, commits to comply with and promote all applicable federal and state laws and regulations that include, but are not limited to, the following:
 - a. Environmental requirements, including but not limited to those set forth in the 23 U.S.C. 139 and National Environmental Policy Act (42 U.S.C. 4321 et seq.)
 - b. Equal protection guaranteed under the U.S. Constitution, WI Constitution, Title VI of the Civil Rights Act and Wis. Stat. 16.765. The municipality agrees to comply with and promote applicable Federal and State laws, Executive Orders, regulations, and implementing requirements intended to provide for the fair and equitable treatment of individuals and the fair and equitable delivery of services to the public. In addition the Municipality agrees not to engage in any illegal discrimination in violation of applicable Federal or State laws and regulations. This includes but is not limited to Title VI of the Civil Rights Act of 1964 which provides that "no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." The Municipality agrees that public funds, which are collected in a nondiscriminatory manner, should not be used in ways that subsidize, promote, or perpetuate illegal discrimination based on prohibited factors such as race, color, national origin, sex, age, physical or mental disability, sexual orientation, or retaliation.
 - c. Prevailing wage requirements, including but not limited to 23 U.S.C 113.
 - d. Buy America Provision and its equivalent state statutes, set forth in 23 U.S.C. 313 and Wis. Stat. 16.754.
 - e. Competitive bidding requirements set forth in 23 U.S.C 112 and Wis. Stat. 84.06.
 - f. All applicable Disadvantaged Business Enterprise (DBE) requirements that the State specifies.
 - g. Federal statutes that govern the Surface Transportation Program (STP), including but not limited to 23 U.S.C. 133.
 - h. General requirements for administering federal and state aid set forth in Wis. Stat. 84.03.

STATE RESPONSIBILITIES AND REQUIREMENTS:

4. Funding of each project phase is subject to inclusion in Wisconsin's approved 2018-2022 Urbanized Area STP-Urban program. Federal funding will be limited to participation in the costs of the following items, as applicable to the project:
 - a. The grading, base, pavement, and curb and gutter, sidewalk, and replacement of disturbed driveways in kind.
 - b. The substructure, superstructure, grading, base, pavement, and other related bridge and approach items.
 - c. Storm sewer mains necessary for the surface water drainage.
 - d. Catch basins and inlets for surface water drainage of the improvement, with connections to the storm sewer main.
 - e. Construction engineering incident to inspection and supervision of actual construction work (except for inspection, staking, and testing of sanitary sewer and water main).

- f. Signing and pavement marking.
 - g. New installations or alteration of street lighting and traffic signals or devices.
 - h. Landscaping.
 - i. Management consultant and state review services for construction.
5. The work will be administered by the State and may include items not eligible for federal participation.
6. As the work progresses, the State will bill the Municipality for work completed which is not chargeable to federal funds. Upon completion of the project, a final audit will be made to determine the final division of costs subject to project funding limits in the Summary of Costs Table. If reviews or audits show any of the work to be ineligible for federal funding, the Municipality will be responsible for any withdrawn costs associated with the ineligible work.

MUNICIPAL RESPONSIBILITIES AND REQUIREMENTS:

7. Work necessary to complete the 2018-2022 Urbanized Area STP-Urban improvement project to be financed entirely by the Municipality or other utility or facility owner includes the items listed below.
- a. New installations of or alteration of sanitary sewers and connections, water, gas, electric, telephone, telegraph, fire or police alarm facilities, parking meters, and similar utilities.
 - b. Damages to abutting property after project completion due to change in street or sidewalk widths, grades or drainage.
 - c. Detour routes and haul roads. The municipality is responsible for determining the detour route.
 - d. Conditioning, if required and maintenance of detour routes.
 - e. Repair of damages to roads or streets caused by reason of their use in hauling materials incident to the improvement.
 - f. All work related to underground storage tanks and contaminated soils.
 - g. Street and bridge width in excess of standards, in accordance with the current *WisDOT Facilities Development Manual*.
 - h. Real estate for the improvement
 - i. Preliminary engineering and design.
 - j. Management consultant and state review services for design.
 - k. Other 100% Municipality funded items: sanitary sewer and watermain construction.
8. The construction of the subject improvement will be in accordance with the appropriate standards unless an exception to standards is granted by State prior to construction. The entire cost of the construction project, not constructed to standards, will be the responsibility of the Municipality unless such exception is granted.
9. Work to be performed by the Municipality without federal funding participation necessary to ensure a complete improvement acceptable to the Federal Highway Administration and/or the State may be done in a manner at the election of the Municipality but must be coordinated with all other work undertaken during construction.

10. The Municipality is responsible for financing administrative expenses related to Municipal project responsibilities.
11. The Municipality will include in all contracts executed by them a provision obligating the contractor not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in Wis. Stat.51.01 (5), sexual orientation as defined in Wis. Stat. 111.32 (13m), or national origin.
12. The Municipality will pay to the State all costs incurred by the State in connection with the improvement that exceed federal financing commitments or are ineligible for federal financing. To guarantee the Municipality's foregoing agreements to pay the State, the Municipality, through its above duly authorized officers or officials, agrees and authorizes the State to set off and withhold the required reimbursement amount as determined by the State from any moneys otherwise due and payable by the State to the Municipality.
13. **In accordance with the State's sunset policy for Urbanized Area STP-Urban projects, the subject 2018-2022 Urbanized Area STP-Urban improvement must be constructed and in final acceptance within six years from the start of State Fiscal Year 2019, or by June 30, 2024.** Extensions may be available upon approval of a written request by or on behalf of the Municipality to State. The written request shall explain the reasons for project implementation delay and revised timeline for project completion.
14. If the Municipality should withdraw the project, it will reimburse the State for any costs incurred by the State on behalf of the project.
15. The Municipality will at its own cost and expense:
 - a. Maintain all portions of the project that lie within its jurisdiction (to include, but not limited to, cleaning storm sewers, removing debris from sumps or inlets, and regular maintenance of the catch basins, curb and gutter, sidewalks and parking lanes [including snow and ice removal]) for such maintenance through statutory requirements in a manner satisfactory to the State, and will make ample provision for such maintenance each year.
 - b. Regulate [or prohibit] parking at all times in the vicinity of the proposed improvements during construction.
 - c. Regulate [or prohibit] all parking at locations where and when the pavement area usually occupied by parked vehicles will be needed to carry active traffic in the street.
 - d. Assume general responsibility for all public information and public relations for the project and to make fitting announcement to the press and such outlets as would generally alert the affected property owners and the community of the nature, extent, and timing of the project and arrangements for handling traffic within and around the project.
 - e. Provide complete plans, specifications, and estimates to State upon request.
 - f. Provide relocation orders and real estate plats to State upon request.
 - g. Use the *WisDOT Utility Accommodation Policy* unless it adopts a policy, which has equal or more restrictive controls.
 - h. Provide maintenance and energy for lighting.
 - i. Provide proper care and maintenance of all landscaping elements of the project including replacement of any plant materials damaged by disease, drought, vandalism or other cause.
16. It is further agreed by the Municipality that:
 - a. The Municipality assumes full responsibility for the design, installation, testing and operation of any sanitary sewer and water main infrastructure within the improvement project and relieves the state

and all of its employees from liability for all suits, actions, or claims resulting from the sanitary sewer and water main construction under this agreement.

- b. The Municipality assumes full responsibility for the plans and special provisions provided by their designer or anyone hired, contracted or otherwise engaged by the Municipality. The Municipality is responsible for any expense or cost resulting from any error or omission in such plans or special provisions. The Municipality will reimburse State if State incurs any cost or expense in order to correct or otherwise remedy such error or omission or consequences of such error or omission.
- c. The Municipality will be 100% responsible for all costs associated with utility issues involving the contractor, including costs related to utility delays.
- d. All signs and traffic control devices and other protective structures erected on or in connection with the project including such of these as are installed at the sole cost and expense of the Municipality or by others, will be in conformity with such *Manual of Uniform Traffic Control Devices* as may be adopted by the American Association of State Highway and Transportation Officials, approved by the State, and concurred with by the Federal Highway Administration.
- e. The right-of-way available or provided for the project will be held and maintained inviolate for public highway or street purposes. Those signs prohibited under federal aid highway regulations, posters, billboards, roadside stands, or other private installations prohibited by Federal or State highway regulations will not be permitted within the right-of-way limits of the project. The Municipality, within its jurisdictional limits, will remove or cause to be removed from the right-of-way of the project all private installations of whatever nature which may be or cause an obstruction or interfere with the free flow of traffic, or which may be or cause a hazard to traffic, or which impair the usefulness of the project and all other encroachments which may be required to be removed by the State at its own election or at the request of the Federal Highway Administration, and that no such installations will be permitted to be erected or maintained in the future.
- f. The Municipality is responsible for any damage caused by legally hauled loads, including permitted oversize and overweight loads. The contractor is responsible for any damage caused to haul roads if they do not obey size and weight laws, use properly equipped and maintained vehicles, and do not prevent spilling of materials onto the haul road (*WisDOT Standard Specifications* 618.1, 108.7, 107.8). The local maintaining authority can impose special or seasonal weight limitations as defined in Wis. Stat. 349.16, but this should not be used for the sole purpose of preventing hauling on the road.

The bid item 618.0100 Maintenance and Repair of Haul Roads (project) is ineligible for federal funding on local program projects as per the State/Municipal Agreement. The repair of damages as a result of hauling materials for the project is the responsibility of the Municipality as specified in the State/Municipal Agreement Terms and Conditions under Municipal Responsibilities and Requirements.

LEGAL RELATIONSHIPS:

- 17. The State shall not be liable to the Municipality for damages or delays resulting from work by third parties. The State also shall be exempt from liability to the Municipality for damages or delays resulting from injunctions or other restraining orders obtained by third parties.
- 18. The State will not be liable to any third party for injuries or damages resulting from work under or for the Project. The Municipality and the Municipality's surety shall indemnify and save harmless the State, its officers and employees, from all suits, actions or claims of any character brought because of any injuries or damages received or sustained by any person, persons or property on account of the operations of the Municipality and its sureties; or on account of or in consequence of any neglect in safeguarding the work; or because of any act or omission, neglect or misconduct of the Municipality or its sureties; or because of any claims or amounts recovered for any infringement by the Municipality and its sureties of patent, trademark or copyright; or from any claims or amounts arising or recovered under the Worker's Compensation Act, relating to the employees of the Municipality and its sureties; or any other law, ordinance, order or decree relating to the Municipality's operations.

19. Contract modification: This State/Municipal Agreement can only be modified by written instruments duly executed by both parties. No term or provision of either this State/Municipal Agreement or any of its attachments may be changed, waived or terminated orally.
20. Binding effects: All terms of this State/Municipal Agreement shall be binding upon and inure to the benefits of the legal representatives, successors and executors. No rights under this State/Municipal Agreement may be transferred to a third party. This State/Municipal Agreement creates no third-party enforcement rights.
21. Choice of law and forum: This State/Municipal Agreement shall be interpreted and enforced in accordance with the laws of the State of Wisconsin. The Parties hereby expressly agree that the terms contained herein and in any deed executed pursuant to this State/Municipal Agreement are enforceable by an action in the Circuit Court of Dane County, Wisconsin.

PROJECT FUNDING CONDITIONS

22. Non-appropriation of funds: With respect to any payment required to be made by the State under this State/Municipal Agreement, the parties acknowledge the State's authority to make such payment is contingent upon appropriation of funds and required legislative approval sufficient for such purpose by the Legislature. If such funds are not so appropriated, either the Municipality or the State may terminate this State/Municipal Agreement after providing written notice not less than thirty (30) days before termination.
23. Maintenance of Records: During the term of performance of this State/Municipal Agreement, and for a period not less than three years from the date of final payment to the Municipality, records and accounts pertaining to the performance of this State/Municipal Agreement are to be kept available for inspection and audit by representatives of the Department. The Department reserves the right to audit and inspect such records and accounts at any time. The Municipality shall provide appropriate accommodations for such audit and inspection.

In the event that any litigation, claim or audit is initiated prior to the expiration of said records maintenance period, the records shall be retained until such litigation, claim or audit involving the records is complete.

24. The Municipality agrees to the following 2018-2022 Urbanized Area STP-Urban project funding conditions:
 - a. ID 6436-00-00: Design is funded 100% by the Municipality. This phase includes plan development, management consultant review, and state review. The work includes project review, approval of required reports and documents and processing the final Plan, Specification & Estimate (PS&E) document for award of the contract. Costs for this phase include an estimated amount for state review activities to be funded 100% by the Municipality.
 - b. ID 6436-00-71: Construction:
 - i. Costs for construction are funded with 50% federal/earmark funding when the municipality agrees to provide the remaining 50%.
 - ii. Non-participating costs for sanitary sewer and watermain construction are funded 100% by the Municipality. Costs include construction delivery.
 - iii. Costs for this phase include an estimated amount for state review activities, to be funded 50% with federal funding and 50% by the Municipality.

[End of Document]

Date: February 14, 2019

To: Town of Algoma Board

From: Benjamin Krumenauer, Administrator

Re: ITEM 8D: DISCUSSION RE: CERTIFIED SURVEY MAP FOR WESLEY AND SHIRLEY RADLOFF
CONCERNING PARCELS 002-0394-01 AND 002-0391

ITEM DESCRIPTION

Item 8D relates to a proposed Certified Survey Map (CSM) for parcels 002-0394-01 & 002-0391 located adjacent to STH-91. The site in question is agricultural property owned by the Radloff family and is compliant with all zoning and current/future land use. The applicant is requesting a shifting of lot lines in order to consolidate all farming structures onto one lot. The City of Oshkosh has reviewed this request and has responded with no negative concerns.

ATTACHMENTS

- A. Proposed CSM
- B. Planning Commission staff report from February 13, 2019
- C. Written response from City of Oshkosh

RECOMMENDATION

Planning Commission

Town of Algoma Planning Commission recommended approval of proposal with the following condition(s):

- 1. None.

Carried 4-0

Administrator

Administrator Recommends approval of Item 8D as proposed.

ITEM 5: DISCUSSION AND POSSIBLE ACTION RE: CERTIFIED SURVEY MAP FOR WESLEY AND SHIRLEY RADLOFF CONCERNING PARCELS 002-0394-01 & 002-0391.

GENERAL INFORMATION

Petitioner: James Smith: Martenson & Eisele, Inc.
101 W Main St Omro, WI 54963

Owner: Wes & Shirley Radloff
2061 James Road Oshkosh, WI 54904

Survey Firm: James Smith: Martenson & Eisele, Inc.
101 W Main St Omro, WI 54963

Action(s) Requested

Action 1: Petitioner is requesting approval of a certified survey map that will consolidate existing farm structures from two lots into one proposed lot.

Applicable Provisions

Section 18.16(1) of the Winnebago County Subdivision Ordinance
Section 225 of the Town of Algoma Municipal Code
Chapter 23: Town/County Zoning of the Winnebago County General Code

Property Location and Type

The subject property totals 45.78 acres in area and is currently agricultural with limited agricultural buildings bleeding over to the adjacent lot (18.47 acres). The lot is used for its intended purpose and is consistent with local and adjacent uses. The subject property is 1,950 feet or 0.37 miles east of James Road and is adjacent to STH-91. All parcels are owned by the same family.

Subject Site

<i>Existing Land Use</i>	<i>Zoning</i>
Lot A: Agricultural	A-2 General Agricultural Zoning District
Lot B: Agricultural	A-2 General Agricultural Zoning District

Adjacent Land Use and Zoning

<i>Existing Land Uses</i>		<i>Zoning</i>
North	Residential	A-2 General Agricultural Zoning District
East	Residential	A-2 General Agricultural Zoning District
South	Residential	A-1 Agribusiness Zoning District
West	Agricultural	A-2 General Agricultural Zoning District

Comprehensive Plan

<i>Land Use Recommendation</i>	<i>Use Category</i>
Current Land Use	Agricultural/Vacant
Future Land Use	City of Oshkosh Extraterritorial

Background Information

The applicant is requesting approval of a certified survey map that will consolidate existing farm structures onto one lot. It is the intent of the owner to divest the consolidated structures and lot to a family member. The existing zoning designation of A-2 General Agricultural will remain.

<i>Lot No:</i>	<i>Current (acres)*</i>	<i>Proposed (acres)</i>
Existing Lot A (Parcel # 0020391)	45.78	47.043
Existing Lot B (Parcel # 002039401)	18.47	17.207
* Current area is produced from current records and may not match updated survey area.		

ANALYSIS

Proposed Lot

This simple lot line adjustment is merely a cleanup effort by the property owner in order to divest property to a family member. No change in use or function is proposed at this time. Additionally, the City of Oshkosh has been properly notified and has provided written documentation that there are no issues.

RECOMMENDATION(S)

Administrator recommends approval of Item 5 with no additional conditions.

Date: February 20, 2019

To: Town of Algoma Board

From: Deborah Stark, Clerk

Re: ITEM 8E: APPOINTMENT OF IAN MCDONALD TO THE PLANNING COMMISSION WITH THE TERM ENDING IN 2021.

ITEM DESCRIPTION

Ian McDonald expressed interest in becoming a member of the Planning Commission. Town Chair Joel Rasmussen is bringing him forward as a viable candidate to fill the unexpired term of Jeff Lytle.

RECOMMENDATION

Clerk and Town Chair recommend approval Ian McDonald's appointment to the Planning Commission with the term ending 2021.

Date: February 14, 2019
To: Town of Algoma Board
From: Benjamin Krumenauer, Administrator

Re: ITEM 8F: DISCUSSION RE: 2019 FEMA FIRM SAWYER CREEK WATERSHED MAP AMENDMENT

ITEM DESCRIPTION

Item 8F relates to a City of Oshkosh and Winnebago County driven map amendment. The proposed update to FEMA FIRM maps relates to the Sawyer Creek watershed of which a large portion originates within the Town of Algoma. There are no substantive changes within the Town of Algoma and no area that is within the protected boundary.

ATTACHMENTS

- A. Proposed Map Amendment
- B. Planning Commission staff report from February 13, 2019

RECOMMENDATION

Planning Commission

Town of Algoma Planning Commission recommended approval of proposal with the following condition(s):

- 1. None.

Carried 4-0

Administrator

Administrator Recommends approval of Item 8F as proposed.

ITEM 4: DISCUSSION AND POSSIBLE ACTION RE: 2019 FEMA FIRM SAWYER CREEK WATERSHED MAP AMENDMENT.

GENERAL INFORMATION

Petitioner: Winnebago County
112 Otter Avenue, Oshkosh, WI 54904

City of Oshkosh
215 Church Avenue, Oshkosh, WI 54904

Action(s) Requested

Action 1: Petitioners are requesting a recommendation of approval for the newly drafted 2019 FEMA FIRM maps.

Applicable Provisions

Section 18.16(1) of the Winnebago County Subdivision Ordinance
Section 225 of the Town of Algoma Municipal Code
Chapter 23: Town/County Zoning of the Winnebago County General Code

Item Description

The City of Oshkosh and its consultant, Strand Associates, Inc., have been working together to mitigate flooding within the city since 2001. The city and Strand have collaborated on projects within the Sawyer Creek Watershed to rebuild bridges, construct new bridges, perform dredging near the confluence of the Fox River, restore streambank and construct the James Road Detention Basin. The city has also worked with other consulting engineers to provide additional detention basins within the watershed. The complementary projects have significantly reduced flooding within the Sawyer Creek corridor.

The completion of these projects has altered the extent of the 100-Year Floodplain and Floodway. A portion of Sawyer Creek is regulated by Winnebago County Chapter 26, Floodplain Zoning Code. As a result, the proposed revisions to Sawyer Creek floodplain maps are subject to approval and adoption by appropriate community action.

Winnebago County and Oshkosh are requesting a brief review of the proposed changes.

Online Resources

<https://www.co.winnebago.wi.us/planning-and-zoning/sawyer-creek-floodplain-update>

ANALYSIS

While substantial portions of the Town of Algoma's south side drains through the Sawyer Creek watershed, very little is impacted by the map update. There are four distinct areas of focus for this update:

1. 2003 Flood Plain Areas: These areas are focused within the City of Oshkosh and are the existing impacted areas.
2. Floodway 2019: These proposed areas are directly adjacent to Sawyer Creek and include the actual creek bed.
3. 100-Year Flood 2019: Includes the lower areas of the region that are generally impacted during a 100 year or more intense storm.
4. Flood Storage District 2019: This area is the newest addition to the map and includes substantial building and development restrictions. There are no Flood Storage Districts in the Town of Algoma with local jurisdiction.

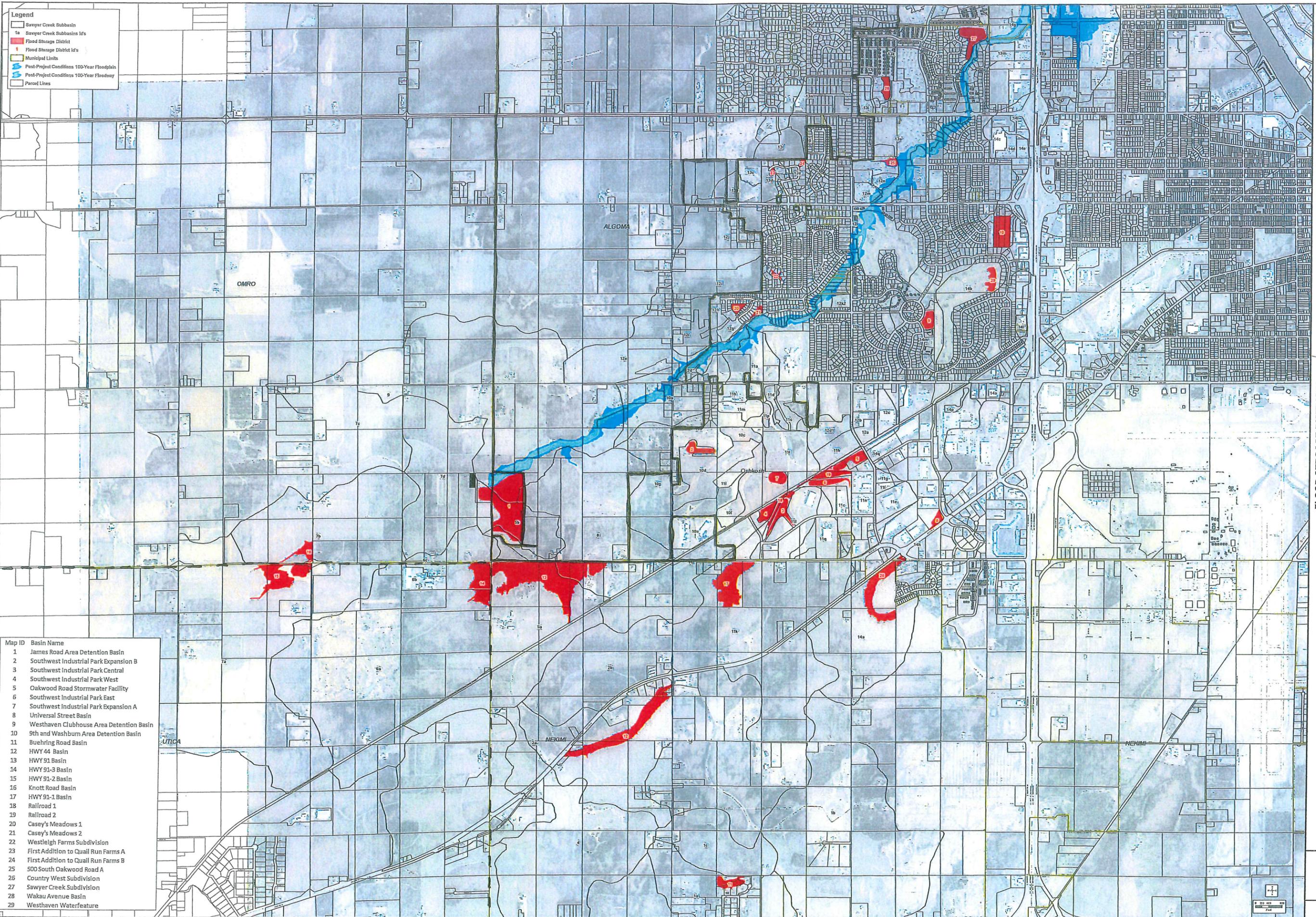
The City and County are requesting a positive affirmation of these maps from the Town. There is no local impact in these areas as all future development within the Sawyer Creek watershed will be in the City.

RECOMMENDATION(S)

Administrator recommends approval of Item 4 with no additional conditions.

- Legend**
- Sawyer Creek Subbasin
 - 1a Sawyer Creek Subbasins 1a's
 - Flood Storage District
 - Flood Storage District 1a's
 - Municipal Limits
 - Post-Project Conditions 100-Year Floodplain
 - Post-Project Conditions 100-Year Floodway
 - Parcel Lines

- | Map ID | Basin Name |
|--------|--|
| 1 | James Road Area Detention Basin |
| 2 | Southwest Industrial Park Expansion B |
| 3 | Southwest Industrial Park Central |
| 4 | Southwest Industrial Park West |
| 5 | Oakwood Road Stormwater Facility |
| 6 | Southwest Industrial Park East |
| 7 | Southwest Industrial Park Expansion A |
| 8 | Universal Street Basin |
| 9 | Westhaven Clubhouse Area Detention Basin |
| 10 | 9th and Washburn Area Detention Basin |
| 11 | Buehring Road Basin |
| 12 | HWY 44 Basin |
| 13 | HWY 91 Basin |
| 14 | HWY 91-3 Basin |
| 15 | HWY 91-2 Basin |
| 16 | Knott Road Basin |
| 17 | HWY 91-1 Basin |
| 18 | Railroad 1 |
| 19 | Railroad 2 |
| 20 | Casey's Meadows 1 |
| 21 | Casey's Meadows 2 |
| 22 | Westleigh Farms Subdivision |
| 23 | First Addition to Quail Run Farms A |
| 24 | First Addition to Quail Run Farms B |
| 25 | 500 South Oakwood Road A |
| 26 | Country West Subdivision |
| 27 | Sawyer Creek Subdivision |
| 28 | Waku Avenue Basin |
| 29 | Westhaven Waterfeature |



**FLOOD STORAGE DISTRICTS
 POST-PROJECT CONDITIONS**
 SAWYER CREEK HYDROLOGY AND HYDRAULICS ANALYSIS
 CITY OF OSHKOSH
 WINNEBAGO COUNTY, WISCONSIN