

Date: June 11, 2020
To: Town Chair and Supervisors
From: Richard Heath, Administrator
Re: Monthly Administrator's Report

A. Stormwater Plan and Projects

With all of the rain over the past two years and now in 2020, we receive several calls and emails each week from residents who are experiencing some type of drainage problem involving their ditches or Town drainage easement. In some cases, it is an individual property owner with an issue while other inquiries encompass multiple properties or a portion of a subdivision. At this time, we can offer only limited solutions since funding for comprehensive maintenance or repairs is very limited. At this point, the Town will need to investigate a dedicated funding mechanism to address the growing number of drainage problems identified through many areas of the Town.

B. Omro Road Reconstruction Update

Design work on Omro Road continues to progress. There are a few final items that still need to be addressed before the end of summer. The Wisconsin Department of Transportation is proposing a 3-way temporary signal system at the STH 21 and Leonard Point Road intersection at a cost of \$50,000-\$65,000 that will be included in the Omro Road project. The signals will help to safely move an increase in traffic that is anticipated when the reconstruction of Omro Road begins in early 2021. Engineers from McMahon Associates have provided a site plan to the Oshkosh Area School District for adding a 315' pick-up and drop-off lane on Omro Road for Oakwood Elementary School. Randy Moss and Associates are continuing to negotiate with all of the property owners along Omro Road for use of their properties during construction. The Town continues to be in communication with the Sanitary District regarding their water and sewer lines within the Omro Road right of way. There will be a second public meeting scheduled as soon as possible to give the public an opportunity to view the final engineering plan and to ask questions.

C. Honey Creek Pond and Dam Update

A letter rescheduling the June 15th meeting was sent to the 39 homeowners determined to be mandatory members of the Honey Creek Homeowners Association. That meeting date will now be delayed until August 17th. If social gatherings are still being limited by that time, other means will need to be investigated to get their feedback and either approval or denial for the Town to assume ownership of the pond and dam.

D. Parks Update

The final landscaping was done for Town Hall Park. The application for improvements to Town Hall Park was submitted last month and notification of grants will be made in the fall. Several of the trees at Jones Park died over the winter and will be replaced this summer. The glide ride will be fixed later this month and the reconfiguration of the sledding hill is scheduled for later this summer. Engineers at Ayers Associates are working on options to mitigate some of the drainage issues in the central part of the park. Jones Park is very popular and will be used more once the homes at Lakevista Estates begin to be built. Kewaunee Park is

getting some fresh mulch this month. With the variety of play equipment, there is a noticeable increase in families using the Kewaunee Park. We are investigating adding some lower-cost items to the parks, such as frisbee golf at Kewanee Park, soccer nets, and volleyball nets to expand the amount of activities individuals can participate in while at the parks.

E. Maintenance Coordinator Recruitment

The second recruitment for a Maintenance Coordinator is underway. The position description now focuses solely on road and drainage responsibilities and the park maintenance responsibilities were removed. Those activities may be part of another position once a Maintenance Coordinator has been hired. The deadline to apply is Monday, June 22nd.

F. Comprehensive Plan Update

Another staff member at the East Central Regional Planning Commission has been assigned to facilitate the completion of the Town's Comprehensive Plan. We will go through the entire draft plan again and then present a full draft to the Comprehensive Planning Committee sometime this summer for their review and comment. The remaining steps in the plan development process will be completed later this summer with scheduled approval of the plan by the Town Board in September or October.