

Date: October 15, 2020
To: Town Chair and Supervisors
From: Richard Heath, Administrator
Re: Monthly Administrator's Report

A. New Town Intern

Kate Wolfinger was hired as an Intern. She started on October 13th. Kate has taken classes in Civil Engineering and is currently pursuing a degree in Construction Project Management from Fox Valley Technical College. Kate will be working 16 hours +/- per week and assisting with all of the upcoming construction and maintenance projects. Her internship can extend through to her expected graduation in May 2022.

B. WDNR Park Improvement Grant

The Town was notified that it did not receive funding for improvements to Town Hall Park. The Grants Manager stated that for this 2020 grant cycle, there were 122 applications totaling over \$24 million in grant requests, which competed for approximately \$6 million in available State Stewardship, \$1.9 million in Federal Land and Water Conservation and \$1.2 million in Federal Recreational Trails Program grant funds. For just the WDNR Northeast Region, some 30 applications requesting over \$7 million in grant funding were submitted. If the Town would ever decide to improve the park, a concept plan with estimated costs has been prepared and is on file.

C. Comprehensive Plan Update

The *Town of Algoma Comprehensive Plan 2040* is currently out for the required 30-day public review and comment period. Each member of the Town Board and Plan Committee has a full draft copy of the plan to read and note any needed revisions. The required Public Hearing is scheduled for November 11th at 6:30 p.m. The Town Board is scheduled to approve the plan at their November 18th meeting.

D. Locates and Stormwater Infrastructure Mapping

The Town has hired Excel Underground to handle all of the tickets that come through Digger's Hotline. Excel Underground and Deb receive notifications when someone submits a locate request to Digger's Hotline. In addition, Excel Underground is in the process of digitizing all of the Town's stormwater infrastructure for both our and their reference. We have not had this data available to us in the past.

E. Development Proposal

Developers representing the land south of the STH 21 and Leonard Point Road intersection will be presenting their concept plan and ideas to the Town Board. They are in the very early planning stages and seeking input from the board on how to proceed. In the past, the major hurdle to develop this area was access from STH 21. A Traffic Impact Analysis will need to be done to determine if a 4-way signaled intersection or roundabout is the most appropriate design for access and traffic control.

F. Honey Creek Pond and Dam Update

The second meeting with the former Honey Creek Homeowners Association members was held on Wednesday, October 7th. Of the 44 properties in the former association, 29 were represented by either proxy ballot or in-person voting. After a lengthy Q & A session, the vote was taken and the votes were counted. There were not enough votes to reestablish the association, so as a result, no business could be conducted regarding election of officers or the transfer of the pond to the Town. Without a functioning association, neither the transfer of the pond to the Town nor establishment of a maintenance agreement can be completed.

G. Elmhurst Lane Stormwater Project

As part of the Omro Road Project, a 48” storm sewer pipe will need to be installed down the east side of Elmhurst Lane and outfall into Honey Creek Pond. The pipe will take stormwater that is currently coming south of Snowdon Drive and through the Jehovah’s Witnesses property and being discharged into the pond. This area has experienced flooding in the past and this new stormwater pipe will help eliminate that problem. The project is out for bid and bids will be accepted until November 5th. McMahon Associates designed the plan and is handling the bidding process.

H. Omro Road Reconstruction Update

The 90% plan is now under review by staff at the Wisconsin Department of Transportation. Negotiation is ongoing with a few properties for easement access. Some acquisitions are more problematic if the bank holding the mortgage requires an appraisal. There are ongoing discussions regarding the need for hazard material mitigation that may be found under Omro Road due to the fact it was once a trolley line. If mitigation is needed for a portion or for the entire stretch of the roadway, it can be a very costly item for the Town to pay for. An agreement with TransCanada is also an expensive project cost that will be paid by the Town as well. TransCanada has a gas line that crosses Omro Road near Willow Springs Road.