

**Date:** January 14, 2021  
**To:** Town Chair and Supervisors  
**From:** Richard Heath, Administrator  
**Re:** Monthly Administrator's Report

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**A. McMahan Associates, Inc. 2021 General Engineering MOU**

The Town has retained McMahan Associates to provide engineering assistance for a variety of projects over the past several years. For 2020, those projects included Jones Pond, Elmhurst Lane Storm Sewer, Irvine Pond, Omro Road, Honey Creek Pond and Dam, Wetland Delineations on Willow Springs Road and Willow Way, Topographical Survey for a section of Bellhaven Estates, and Honey Creek Bridge. *A copy of the 2021 General Engineering MOU* is provided in your packet that outlines their General Terms and Conditions and 2021 Fee and Reimbursable Schedules.

**B. Parks and Recreation Update**

David Tenor Corporation installed the drainage pipe in Jones Park last month. The Town will get estimates this spring to clean-out and reseed the swale that runs through the central area of the park. It is no longer used for drainage since the sump pump water generated from the homes on Nelson Court has been redirected to the dry pond behind the utility shed. The ability to mow and use this swale will certainly enhance the look and function of the park.

**C. Final Draft 2021-2026 Capital Improvement Plan**

*Included with this report* is the final draft of the Capital Improvement Plan for 2021-2026. Given the Town's residential growth, combined with the stormwater requirements, many of these projects will be necessary to facilitate safe and sustainable development. It is important to have these projects on file in the event state and/or federal funding becomes available to help pay for them.

**D. Omro Road Reconstruction Update**

A reimbursement agreement has been reached with TC Energy for the relocation of their 10' high pressure gas line that crosses Omro Road just east of Willow Springs Road. Town Attorney, Emily Dunham; Anita Gallucci from Boardman & Clark, LLP; and engineers Mike Simon and Josh Frewerd from McMahan Associates, did the bulk of the work to reach an agreement. The cost to the Town has been reduced to \$21,600 with a cap of \$30,000. All of the utility agreements are signed and have been provided to the WisDOT engineers, who will be overseeing the project. *The agreement is being completed this week and a copy of it will be brought to the meeting.*

All of the property acquisitions have been completed, certified, and provided to WisDOT. There were 137 separate parcels along Omro Road that will be impacted at some level during the reconstruction process. The total cost for appraisals; negotiation and paperwork completion and submittal; and property acquisition was approximately ~~\$300,000~~. Corrected amount closer to \$275,000. The final acquisition is 0.197 acres from St Paul's United Church of Christ for \$25,743. The acquisition of the land will allow for the realignment of Omro

Road as it connects to Leonard Point Road as *shown in the provided site plan illustrating the location of the property.*

A crew from David Tenor Construction installed a 42” stormwater pipe along the eastern edge of Elmhurst Lane from Omro Road with an outfall into Honey Creek Pond during the holidays. With a heavy snowfall just after Christmas, final landscaping and the replanting of any trees and shrubs that were removed during the project will be completed in the spring. The repaving of three driveways and Elmhurst Lane is scheduled for early summer. This storm sewer pipe and the storm sewer pipe for Jones Pond will be connected to the storm sewer system along Omro Road sometime in late summer.

The agreement between the Town and the City of Oshkosh for cost sharing and long-term maintenance of Omro Road is being completed this month with scheduled approval by the Town Board and City Council next month.

WisDOT will be installing 3-way signals at Leonard Point Road and STH 21 next month. It will give drivers time to get used to it prior to construction starting on Omro Road in May. The realignment of Omro Road at Leonard Point Road to the north will then allow for the construction of either a roundabout or 4-way stop the Leonard Point Road and STH 21 intersection at a later date.

#### **E. Irvine Pond Offer to Purchase**

The offer to purchase was accepted by the Irvine Family. The Town is purchasing 4.5 acres for the construction of a detention pond at the southeast corner of Omro Road and N. Oakwood Road. Phil Kleman from McMahon Associates is working on a certified survey map, permit applications, etc. and get them approved by Winnebago County and WDNR. Once the sale of the property is finalized, the Town will take the necessary steps to demo and dispose of the house and garage and have the lone well capped as outlined in the offer to purchase. If no delays are encountered, the project will be bid at the end of February with construction started in late March/early April. The construction of the pond will take several months.

#### **F. Building Permits 2020**

For the year, there was a total of \$5,087,914 in new investment in the Town of Algoma. Projects consisted of installation of hot tubs, replacement of windows, basement remodels, new garages and outbuildings, plumbing and electrical work, new decks, and new homes. There were 12 new homes permitted to be built in 2020 with a total value of \$3.4 million or 67% of the total new investment made in the Town last year.