

Date: April 16, 2021
To: Town Chair and Supervisors
From: Richard Heath, Administrator
Re: Monthly Administrator's Report

A. Omro Road Reconstruction Update

The reconstruction of Omro Road is scheduled to begin the week of April 26th, which is a week earlier than the original projected start date. The contractor's meeting was held on April 15th to finalize all of the work schedules with work locations. An informational meeting is scheduled for April 19th at 6:30 p.m. at the Town Hall for all of the residents and business owners with property on Omro Road. Board members are welcome to attend. Michels Corporation is facilitating the meeting since they are the General Contractor on the project. The Project Leader from Gremmer Associates Scott Hintz. Scott is the Town's contact person and will be addressing all issues that arise during the reconstruction.

B. Irvine Detention Pond Project

All permits have been approved by Winnebago County and Wisconsin Department of Natural Resources. The Certified Survey Map (CSM) has been approved by the Winnebago County Planning and Zoning Office. The closing for the purchase of the land on which the Irvine Detention Pond will be built is April 22nd. After the land purchase is completed, Rogers Pump Company will cap the well and Foust Excavating will demo and remove the old house and garage. Project bids are being collected and evaluated by the Town engineer at McMahon Associates. All bids with his recommendation for approval as the project's general contractor will be provided at the meeting. The approval of a contractor is an action item on the agenda. Construction on the detention pond will begin in early May.

C. Project Financing Workshop

With the costs known for both the reconstruction of Omro Road and the building of the Irvine Detention Pond, a meeting with the Town's auditing firm and financing consultant (Ehlers, Inc.) will be scheduled for early next month to discuss the best alternatives for funding these projects. This would include determining fund balances, amount of financing, and amortization schedule. The Town Board can then approve the most conducive financing option at their May meeting.

D. Solid Waste Hauler Contract

Waste Management purchased Advanced Disposal in November of 2020. The transition from one provider to another has not been very smooth. There have been ongoing problems with missed pick-ups from November to March. However, there have been fewer resident complaints during the past three weeks. The contract with Waste Management ends on December 31, 2021, if the Town gives the company a 90-day notice of non-renewal. Otherwise, the contract automatically renews for one more year. At least two other solid waste haulers have inquired about bidding on the Town's contract. We will continue to monitor Waste Management over the summer to see if their service continues to improve and that there are no ongoing issues. Staff will make a recommendation to the Town Board in

August on whether or not to continue the contract with Waste Management for 2021 or seek bids from other providers.

E. Park Improvements

The Gravity Rail was fixed at Jones Park this past week. Roe Nurseries will be mulching, staking, and trimming the trees at Jones Park next month. A few new trees will need to be planted to replace those that died over the past year. New mulch will be added near the play area at Jones Park. We will get estimates on installing pergolas at both Jones Park and Town Hall Park. There is very little shade in the playground areas and the summer sun is a deterrent to be at the parks and use the equipment. Other improvements at Town Hall or Jones Park may include a volleyball net, soccer nets, bike rack, horse shoes, bocce ball, and painted games on the asphalt like hop scotch, four squares, and mazes.

F. 2021 Road and Ditch Maintenance Recommendations

Each spring, a road inventory is completed to determine condition of roads, signs, culverts, and the need for tree trimming and ditch maintenance. A list of projects will be discussed at the meeting and how they fit within the 2021 budget allocations.

G. MS4 Permit Requirements

Last month, the Town Board approved the Town's 2020 Municipal Separate Storm Sewer System (MS4) Report that is required to be submitted to the Wisconsin Department of Natural Resources by March 31st for the previous year's activities. For 2020 and in subsequent years, the Town will be required to establish a broad set of passive and activities to meet the requirements of the permit in these five areas: Public Education and Outreach; Public Involvement and Participation; Illicit Discharge Detection and Elimination; Construction Site Pollution Control; and Post-Construction Stormwater Management. Municipalities, such as the Town of Algoma, are allowed under the MS4 Wisconsin Pollutant Discharge Elimination System (WPDES) permit to discharge stormwater to Lake Butte des Morts, which is designated as impaired waterbody. Phil Kleman, the Town's engineer and stormwater expert, will give an overview of the permit and the related required activities to maintain the permit at an upcoming meeting.

H. Effort to Designate STH 21 Purple Heart Highway

I have attached an email from Jim Starr II who is the Commander of VFW Post 10231 in Necedah, Wisconsin. Commander Starr is in the early stages of trying to get STH 21 from Oshkosh to Sparta designated as Purple Heart Highway. He is trying to garner support for the designation that would include signage along the highway. More information will be provided as it become available.

I. Town Board Handbook

An update to the Town Supervisor Handbook was prepared and a copy has been provided in your board packet. If you have any questions, please contact any of the staff or Joel for more information or additional clarification.

J. Fire Department Tour

A tour of the Fire Department is being planned for after either the May or June Town Board meeting.