

Date: March 12, 2021
To: Town Chair and Supervisors
From: Richard Heath, Administrator
Re: Monthly Administrator's Report

A. Omro Road Reconstruction Update

Construction bids were made public on March 10th. It appears that the lowest bidder was within \$50,000 of the estimated cost, which was \$5,333,000. WisDOT is reviewing the bids and will be awarding the construction contract mid next week (March 17th). There may be an update that I can provide at the meeting.

B. Irvine Detention Pond Project

Due to some final minor edits that needed to be made to the Certified Survey Map (CSM), it had to go back to Winnebago County Planning and Zoning for final review and approval. With these changes, the project will not be bid until next month with construction starting in May. This start date should not be in conflict with the work on Omro Road since the excavated material will be piled on Irvine's property.

C. MS4 Annual Report and Plan Approval

By March 31st of year, the Town is required to complete, approve, and submit its annual Municipal Separate Storm Sewer System (MS4) Report to the Wisconsin Department of Natural Resources. For 2020 and in subsequent years, the Town will be required to prepare, approve, and submit a Stormwater Implementation Plan as an attachment to the annual report. 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 and the various streams running through and adjacent to the Town. Lake Butte des Morts is an impaired water. Within Algoma's *2018 Stormwater Quality Management Plan* there are a series of goals and measures the Town is working towards meeting within five designated areas: Public Education and Outreach; Public Involvement and Participation; Illicit Discharge Detection and Elimination; Construction Site Pollution Control; and Post-Construction Stormwater Management. Phil Kleman from McMahon Associates assisted with the completion of the report. *A full draft report is provided in this packet.* This is an action item on the agenda.

D. Illicit Discharge Ordinance

An approved illicit discharge ordinance is required as part of compliance with the Town's MS4 permit. Currently, the Town does not have an ordinance in place that covers scheduling of tests for stormwater outfalls, monitoring pollutants, enforcing compliance, or have a system in place to track instances of illicit discharges. The policies and procedures included with the ordinance cover these areas. It is also important to have a process in place for people to anonymously report illicit discharges, which can be set-up through the website. Enforcement of the ordinance will be the responsibility of the Administrator or designee, such as the Town engineer. *A copy of the ordinance is attached for your review.* This is an action item on the agenda.

- E. Ordinance Amendment Chapter 225-69 Development Standards, Driveways (3)(e)**
This is an amendment to the Town's existing ordinance for width of driveways. The current ordinance does not address duplexes with shared driveways only single-family homes. *A copy of the ordinance is attached for your review.* This is an action item on the agenda.