

Date: September 10, 2021
To: Town Chair and Supervisors
From: Richard Heath, Administrator
Re: Monthly Administrator's Report

A. Irvine Detention Pond Project

Advance Construction has finished the safety shelf, rough landscaping, and site restoration. Advance's landscaping sub-contractor will be planting trees, grading, seeding and matting, and completing any minor site repairs. Michels will be using the remaining topsoil for use on Omro Road and agreed to finish any restoration of the gravel path, field, and Owen Lane once they have removed all of the topsoil. The seeding of native grasses to include planting of the aquatic plants will take place next summer. A web page was created to keep the public up to date on this project complete with photos and weekly progress notes.

B. Omro Road Reconstruction Update

The reconstruction of Omro Road is taking shape. Sommers has poured much of the curb and sidewalks east of N. Oakwood Road and in front of Oakwood School. Northeast Asphalt (NEA) has laid the first layer (binder coat) of asphalt from Brooks Lane to just west of N. Oakwood Road. NEA has also completed paving many of the resident driveways, parking lots, and side roads along that stretch. Baumhardt is laying storm sewer pipe near Welsh Haven Lane and Michels is constructing the road near Tammy Road. All three contractors are continuing to work to the west. The Town's website is updated at least weekly to let residents and businesses know where and what type of work will be taking place along the roadway.

C. Honey Creek Road Culvert Replacement

The weather delayed this project from its original completion date of July 31st. Highway Landscapers have completed the installation of a 6' x 8' sq. ft. cement culvert, headwalls, rip rap, and landscaping on Honey Creek Road. Guard rails will be installed on both headwalls this coming week. This stretch of Honey Creek Road will be paved when Omro Road is completed. A web page has been created to keep the public up to date on this project complete with a photo diary.

D. Pedestrian Path on Leonard Point Road

Zillges Spa, Landscape, and Fireplace has completed the construction of a walking path on the east side of Leonard Point Road from Duchess Lane north to the path going east to Jones Park. The appropriate pedestrian crossing signage and markings will be added later this month.

E. Jones Park Ditch Improvements

The Town has asked Zillges Spa, Landscape, and Fireplace for an estimate to complete some ditching on Addie Parkway. The ditch needs to be regraded on the west side and the old rip rap removed so it can be mowed and maintained. If weather permits, it would be ideal to get the work done this fall.

F. Road and Drainage Coordinator Position

The Town is had an ongoing recruitment for a Road and Drainage Coordinator for the past two years. It has been a challenge to find someone with the skills and temperament to work this part-time position. In the meantime, Joel has served in this position. If you know of anyone who may be interested, please let us know. The job description is on the Town's website.

G. Sidewalk Snow and Ice Removal Policy

With the added sidewalks on the north and south sides of Omro Road, the Town needs to have a snow and ice removal policy in place by November. *Attached is a* draft policy that has language taken from other communities that have sidewalks and such a policy in place. Approval of the snow and ice Removal Policy is an action item on this agenda. Jeff Foust Excavating, Inc. will be removing the snow and ice from the sidewalk that is the Town's responsibility on the north side of the Irvine Detention Pond.