

**Date:** October 15, 2021  
**To:** Town Chair and Supervisors  
**From:** Richard Heath, Administrator  
**Re:** Monthly Administrator's Report

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**A. Omro Road Reconstruction Update**

The reconstruction of Omro Road is about 3-weeks from completion. WisDOT granted Michels an extension due to unanticipated delays caused by weather and a large number of utility conflicts. Sommers has poured all of the sidewalks, curbing, and driveways. Northeast Asphalt is paving Omro Road, driveways, and side streets, as well as the road patching and paving for the Town the week of October 18th. Arbor Green is finishing landscaping and installing signs. The 3-way stop light at STH 21 and Leonard Point Road is scheduled to be removed in early November. 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.

**B. Traffic Impact Analysis**

The Town and WisDOT staff met this past Friday regarding the Leonard Point Road and STH 21 intersection. DOT will be hiring a design engineer in January and that the process for design, permits, land acquisition, etc. will take place over the next 3-years. The roundabout is scheduled to be built in 2027. In order to get the 4<sup>th</sup> leg (southern leg), the Town will have to pass a resolution supporting the project and get a commitment from the developer. There is a 25% local share that is to be shown as committed to the project through a capital improvement plan. The Traffic Impact Analysis (TIA) is to be completed in early 2022. The TIA indicates that type of design and the traffic converging from all ways at that intersection.

**C. Irvine and Jones Detention Ponds**

The work on the Irvine and Jones Detention Ponds has been completed for this year. The area around Jones Pond will be sprayed and then reseeded in the spring with the native grasses. The Irvine Pond will be fine raked, sprayed, and then seeded and planted with trees and native aquatic plants in late spring. Signs are going to be installed to let the public know that the gravel walk is for public use. Some other amenities, such as benches will be placed along the trail. The Irvines will also be placing a plaque and a bench by the large Oak Tree noting the area was part of their Century Farm. The excavated material was left on site and seeded to limit erosion. That material can be used for future development projects.

**D. Lakevista Estates Development**

Several new homes have or are being built in the new development. The developers still have some ditching, landscaping, and general grading work to do before the Town will accept and take over the development. The Town is planning to have the county plow the roads within Lakevista this winter even though there is still work to be finished.

**E. EMS Contract with City of Oshkosh**

The Town received a copy of the new EMS contract from the City of Oshkosh. *A copy is provided for your reference.* It is a 5-year contract that is based on the current contract's language. The city provides EMS services to nine other municipalities in addition to Algoma.

Oshkosh's EMS staff does a great job. We have not had any complaints about their service. Approval of the new contract is an action item on the agenda. For 2022, cost for EMS service is \$18,772.73. For 2023, the cost will go up to \$3.58 per capita, up from \$2.70.

**F. Contract for Refuse and Recycling Collection and Disposal Services**

A number of waste haulers have shown interest in submitting a proposal to provide refuse and recycling services for Algoma. The Request for Proposals was released on September 9<sup>th</sup>, proposals are due October 27<sup>th</sup>, and the Town Board will select a company at their meeting on November 17<sup>th</sup>. One company asked about maintaining the garbage and recycling cans instead of the Town. That could be an option approved in the new contract.

**G. Sidewalk Snow and Ice Removal Ordinance**

The original draft policy that was presented at the September Town Board meeting was provided to the Town's attorney for her review and Comment. Emily Dunham explained that an ordinance is enforceable and a policy is not. With the added sidewalks on the north and south sides of Omro Road, the Town needs to have a snow and ice removal ordinance in place by next month. *Attached is a draft ordinance and email explaining Emily's rationale for the ordinance.* Approval of the Snow and Ice Removal Ordinance is an action item on this agenda. Once approved, the ordinance will be posted on the Town's website.