

Date: March 11, 2022
To: Town Chair and Supervisors
From: Richard Heath, Administrator
Re: Monthly Administrator's Report

A. Strategic Planning

Dr. Jeff Sachse and Carrie Rule from the University of Wisconsin-Oshkosh will be in attendance to discuss the strategic plan and the planning process. *A copy of the planning process and contents that was approved at last month's meeting is provided in your packet.*

B. Infrastructure Funding Opportunities

Phil Kleman, Town Engineer from McMahon Associates, will provide information on two upcoming funding opportunities that can help pay for some of the Town's planned infrastructure projects. *The handout Phil provided to the Town Board last month is included in your packet. Within your packet, there are two resolutions that need approval, and they will be included as part of the grant application to the Wisconsin Department of Natural Resources.* Approval of Resolution 2022-2 and Resolution 2022-3 are action items on this agenda.

C. Approval of 2021 MS4 Annual Report

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. Phil Kleman assisted with the completion of the report. *A full draft of the 2021 Annual Report is included in this packet.* Approval of the 2021 MS4 Annual Report is an action item on the agenda.

D. 2022 Yard Waste Collection Update

The contract with Harter's does not include yard waste collection. As a result, there have been ongoing discussions with a number of companies regarding the collection of residential yard waste. One company has shown interest in providing that service in 2022 and details are being addressed for both the collection and disposal of yard waste. If the remaining items can be worked out, the Town Board will be reviewing and approving an agreement at their April 20th meeting.

E. Approval of New Town Clerk

There was a good response to the Town Clerk solicitation. Interviews were conducted on March 2nd. The Interview Committee selected and is recommending to the Town Board that Katherine Reinbold be hired as Town Clerk. The approval of Ms. Reinbold is an action item on this agenda.