

Date: May 13, 2022
To: Town Chair and Supervisors
From: Richard Heath, Administrator
Re: Monthly Administrator's Report

A. Strategic Planning Community Survey

A short online survey was prepared as the first step in the strategic planning process. The notice requesting residents to take the survey is available on the Town's website, published in the newspaper, and a flyer posted in several locations. The feedback provided by the residents will be used as a basis for the next steps in the planning process. The deadline to complete the online survey is May 27th. The Town Board has scheduled a strategic planning meeting for June 1st to review the survey results and set a timetable for future planning activities.

B. Updated Project List

A list of projects scheduled for this year, as well as within the next 6-8 years is *provided as part of the packet*. There are several larger infrastructure improvement projects planned for later this decade along with a number of ongoing regular maintenance items. Once the strategic planning process is completed this fall, these projects can be included in an updated Capital Improvement Budget that will serve as basis for budgeting and possible bonding plans.

C. Bipartisan Infrastructure Law Project-Leonard Point Road

Engineers from McMahon Associates have completed the application for Federal funding for Leonard Point Road. The application *provided in this packet* covers Leonard Point Road from STH 21 to Highland Shore Lane. The proposed road design is the same as Omro Road with bike lanes and sidewalks on both sides and curbing for a full stormwater system. The cost of the project is approximately \$5.6 million that is divided 80% Federal funding with a 20% local match. The application has to go through several steps of review before approval is made later this year. The Town Board will then need to approve the grant amount, if the project is funded. If the project is approved and the Town Board agrees to the grant amount and conditions, design of Leonard Point Road could begin as early as late 2023 with reconstruction completed in 2026.

D. Roundabout at Leonard Point Road and STH 21

Design engineers from McMahon Associates are working with WisDOT staff to prepare a traffic impact analysis for the roundabout at this intersection. The roundabout is to be designed with three legs unless the Town can justify adding the fourth leg extending to the south. The fourth leg, which would eventually connect Clairville Road and Leonard Point Road is critical for the owners and developers to begin developing the property to the south of the intersection. For over 20 years, WisDOT staff have not given the owners of that land approval to access it off of STH 21. As a result, development plans are on hold until the roundabout is completed in 2027. The Town will be responsible for 25% of the cost of constructing the roundabout and a portion of the design costs for the roundabout. The Town Board will need to approve a State/Municipal Agreement before design work can begin.

E. Warning Lights to be Installed at Leonard Point Road and STH 21

WisDOT has started the process to install warning lights at this intersection sometime this year. Sign posts have been installed in the median. The lights would start flashing on STH 21 when a car is stopped on Leonard Point Road and waiting to get on to the highway. Town staff have not received any calls on the intersection since the temporary lights were removed in November, so it is unclear why the warning lights are being installed. The Town was not consulted on installing the lights even though it does impact drivers using Leonard Point Road.

F. Approval of 2022 Road Paving Contractor

The repaving of Town roads is a part of the annual maintenance program. The bid specs for milling/pulverizing and paving of 4 roadways was put out to bid by McMahon earlier this month. Bids were received up to 10:00 am. on May 17th. The bids will then be opened and reviewed by Phil Kleman. *The list of bids with estimates will be available at the meeting with Mr. Kleman's recommendation for approval.* The approval of the contractor an action item on the agenda. The milling and paving will be completed by mid-September. In addition to milling and paving of these roads, other roads will be chipped sealed, seal coated, or crack sealed to extend their lifespan. The cost of asphalt and sealing material is much higher in cost this year than last year due to very high petroleum prices.