

**Date:** June 10, 2022  
**To:** Town Chair and Supervisors  
**From:** Richard Heath, Administrator  
**Re:** Monthly Administrator's Report

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**A. Strategic Planning Process**

The Town Board met on June 1<sup>st</sup> to review the survey results and set a timetable for future planning activities. There were 203 community surveys completed and tabulated. With over 7,000 residents, this is a very low level of participation. The survey results did help flush out a few areas that can be discussed further in the planning process. Draft vision and mission statements were prepared during the meeting. Board members started working on value statements and goals. The next strategic planning meeting is scheduled for July with a date to be determined.

**B. Road Repairs Calendar**

Kartechner Brothers is scheduled to begin paving roads in mid-June. The roads to be mill and paved are Lullabye Road, Manor Drive, Pierce Lane, and the Roselawn Lane entrance to Bellhaven. In addition, several other roads will be crack sealed or spray patched by Fahrner Asphalt Sealers. Both companies will contact all of the homeowners living on these streets to let them know when they will be working on their respective road with timetable and alternate travel routes, if necessary. The Town Hall and Fire Station parking lots will also be repaired, sealed, and striped this summer.

**C. Warning Signals at the STH 21 and Leonard Point Road Intersection**

According to the Wisconsin Department of Transportation, the TRAWS (Through Route Activated Warning System) system has gone live at the STH 21 and Leonard Point Road intersection. The TRAWS system is an interim safety measure for the intersection. This system uses vehicle detectors and will alert motorists on STH 21 of the presence of approaching vehicles on Leonard Point Road with the activation of flashing beacons on warning signs. These systems have resulted in effectively reducing right angle and rear end crashes. The Town has put a notice on its website to make the public aware of this change.

**D. Garbage and Recycling Report**

Town staff attended the Winnebago County Solid Waste Signing Municipality Annual Financial and Informational Meeting on May 19th. Kathy Hutter, Operations Manager, and Jessica Hanson, Communications and Program Development Specialist, for Winnebago County Solid Waste provided an update on the Tri-County Partnership with Brown and Outagamie counties, programming, and solid waste and recycling data. *The report from that meeting is provided for your reference.* Due to the strong demand for recyclable materials, each municipality within Winnebago County will be receiving a surplus payment from 2021. For Algoma, that amount is \$17,158. Despite the impressive countywide recycling tonnage numbers, about 18% of all recyclable materials end up in the landfill with regular garbage. We will be looking for ways to decrease that percentage and increase our recycling totals. There is money in recycling, and it is important that we get that message out to residents.

**E. Irvine Detention Pond Punchlist**

The contractors are scheduled to return this summer and complete the outstanding punchlist of items for the Irving Pond. *A list of those items is attached with this report.* This work is still part of the original contract signed with Advance Construction in the spring of 2021. Since the pond is in the heart of the Town, it is important to keep the pond and the area around it attractive and welcoming. The Grounds Guys are under contract to mow the flat area around the pond.

**F. Omro Road Punchlist**

There are a few areas that need to be fixed along Omro Road, and they are the responsibility of the Town to complete. They are repairing of the drainage way behind Welsh Haven Drive, relandscaping the east side ditch on N. Oakwood Road just south of Omro Road, ditch repair on Leonard Point Road on both sides from Pierce Lane south to STH 21, and the slight regrading of the ditch on Conrad Street at Omro Road. The contract with Advance Construction will be amended to include these locations. Their landscaping sub-contractor hired to finish the Irvine Detention Pond will fix these areas at the same time they are working on the pond. The bench still needs to be installed at the Irvine Detention Pond.

**G. Yard Waste Collection Update**

Many residents are unhappy that yard waste collection has been reduced to 10 days in 2022. Town staff and board members continue to explain that there were limited options to collect residential yard waste due to the fact that the regional garbage haulers are not interested in providing the service. They say it is expensive and labor intensive because yard waste bags have to be picked up by hand. Algoma is one of the few communities that still offers residential yard waste collection. The Grounds Guys crews are doing an admirable job given the fact that the Town encompasses over 50 miles of road and nearly 2,600 homes.