

Date: January 13, 2023
To: Town Chair and Supervisors
From: Richard Heath, Administrator
Re: Monthly Administrator's Report

A. Strategic Planning

Staff from the University of Wisconsin-Oshkosh have provided the updated strategic plan information to me for review. The next meeting will need to be set in either March or April to finish the plan with action items and implementation timelines.

B. McMahon Associates, Inc. 2023 General Engineering MOU

The Town has retained McMahon Associates for several years to provide engineering assistance. For 2022, those projects included the Bellhaven Lane Pond, Irvine Pond, and general road maintenance. *A copy of the 2023 General Engineering MOU* is provided in your packet, along with their General Terms and Conditions and 2023 Fee and Reimbursable Schedules. Their hourly consultant rates increased 5 to 7% from 2022. Approval of McMahon Associates' 2023 General Engineering MOU is an action item on this agenda.

C. Stormwater Management Plan Implementation

The Stormwater Management Plan approved in 2018 contains an implementation section that outlines the steps for the Town to take to help meet its water quality goals as established by the Wisconsin Department of Natural Resources. The Town, through its service contract with McMahon Associates, has undertaken three of those action items. McMahon staff have completed a field screening program this past fall for the detection of illicit discharges (pollution) into the Town's stormwater infrastructure, including at the wet pond outfalls. Their staff will continue to monitor the pond outfalls after heavy rain events and as needed. In addition, McMahon staff have started a pond maintenance program for the Town's four wet ponds, which includes spraying of weeds, removal of invasive species, thinning and/or replanting of aquatic plants, and the trapping of muskrats. The third item is surveying the owners of private wet ponds to determine the level of maintenance being done on their ponds. The Town accounts for these wet ponds as part of its stormwater treatment infrastructure. Those surveys were mailed last week to the 16 individuals or companies that have a wet pond on their property.

D. Building Permits Summary 2022

For last year, there was a total of \$12,703,237 in new investment made in the Town of Algoma. In 2021, that figure was \$12,352,700. Projects consisted of installation of new generators, replacement of doors and windows, basement remodels, new garages and outbuildings, new decks, along with the new homes. There were 22 new homes permitted to be built in 2022 (27 in 2021) with a total value of \$10,726,916 million or 85% of the total new investment made in the Town last year.

E. Leonard Point Road Funding Status

There has been no official notification has been received from the Wisconsin Department of Transportation on whether or not Federal Bipartisan Infrastructure Law (BIL) funding was approved for the reconstruction of Leonard Point Road. The reconstruction of the road is still scheduled to take place in 2026.

F. Recruitment of Town Treasurer

The recruitment process for a new Treasurer will begin later this month. The goal is to have the new Treasurer hired at the March Board meeting with a start date in mid-April. A hiring committee needs to be established to oversee the hiring process. *A draft Town Treasurer Position Description* with timeline for recruitment and hiring is provided in your packet. Approval of the position description is an action item on this agenda.