

**TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
January 17, 2024**

Chairman Rasmussen called the monthly Town Board meeting to order at 6:00 p.m.

The following Supervisors were present: Teresa Van Aacken, Petey Clark, Mike Brooks, and Dan Martin.

The following were also present: Administrator Rich Heath and Clerk/Treasurer Katherine Reinbold.

The agenda was posted on January 12, 2024, at the approved locations.

On a motion by Supervisors Van Aacken/Martin, passed on a voice vote, the Board approved the minutes of the Town Board Meeting dated December 20, 2023. Supervisors Clark and Brooks abstained.

On a motion by Supervisors Clark/Van Aacken, passed on a voice vote, the Board approved the January 2024 disbursements.

Tricia Rathermel, President and CEO of the Greater Oshkosh Economic Development Corporation (GOEDC), provided a handout highlighting year-end economic and demographic data for Greater Oshkosh and Algoma. Ms. Rathermel stated that Algoma's residential population, owner-occupied homes, and average household income increased in 2023, as well as the total number of employees. The report also breaks down employment by industry code, where construction was the largest employment sector at 19 businesses, and the arts, entertainment, and recreation industry employed the most employees at 295.

Fire Chief Kevin Sawicki reviewed December's Fire Department activities. The Firehouse Subs and EMS Flex grants have been closed out. The parts to refurbish Engine 21 have been ordered, and the truck will go in for service sometime in mid-March. Chief Sawicki also summarized 2023 fire department activities. They purchased a variety of equipment to replace and upgrade existing tools. The department also hosted several public events in 2023, including the car show, pancake breakfast, and a fire prevention event for Oakwood School. In 2024, the department plans to improve training drills by training with other local fire departments and agencies they work with on calls. Administrator Heath asked if there was any need to follow up with the recently completed ISO Report. Chief Sawicki stated the company preparing the report distributes it to the required entities, including the insurance companies, as part of their process.

Supervisor Martin reported that the Planning Commission met on January 10, 2024. The Planning Commission members reviewed a Certified Survey Map (CSM) for Parcel 002-0372, submitted by Jeffrey and Sandra Rogge, to split their larger 40-acre to create a second residential lot. The parcel required rezoning before approval because it is within the Joint Town/City Extraterritorial Zone. The Joint Town/City Extraterritorial Committee met on January 2, 2024, and approved the rezoning of the parcel from A-2ETZ to R-1ETZ to accommodate the dividing of the parcel. The City of Oshkosh and Winnebago County will also be approving the new CSM. The Planning Commission is recommending to the Town Board the approval of the CSM. It is an action item on the agenda. Eric Hoffman is requesting the rezoning of Parcel 002-0172 from A-2 to R-2 to accommodate the creation of four residential lots. The

rezone to low-density residential is consistent with the Town's approved Future Land Use Map. The Planning Commission recommends that the Town Board approve the rezoning of Parcel 002-0172 from A-2 to R-2. This request is an action item on the agenda. Mr. Hoffman also submitted a preliminary CSM for Parcel 002-0172 for the Planning Commission members to review. After some discussion, the members requested Mr. Hoffman make changes to the CSM and resubmit it for review at the next Planning Commission meeting scheduled for February 14, 2024.

The Parks Committee did not meet.

Chairman Rasmussen provided a summary of snowplowing after this past weekend's blizzard. The Town has two Winnebago County plow truck drivers assigned to it. The driver on the north side is new and still learning how to get the snow off the roads and the correct amount of sand or salt to apply. With the blizzard on Friday night, the traffic heading home packed the snow on the roadways, and it froze on Saturday. Also, the trucks could not begin plowing the roads until after the state and I41 highway plowings (including the ramps) plowings were complete. A few locations remain very slippery, and sand has been or will be applied to those areas. Any salt spread on the roads will begin to work once the sun warms the roadways and the temperature increases. There also must be careful salt application to avoid run-off into the waterways and lakes since the Town has an MS4 water quality permit. In addition, the Town does not have a bare pavement policy that applies to state highways. Salt application is the best treatment if rain causes icing on roadways.

Clerk/Treasurer Reinbold provided an update on the collection of property taxes. Paper copies of tax bills were sent out about a week later than normal, causing the last week of December to be very busy. Staff have been preparing for the February 20th election. With only one race on the ballot, it will likely be a light turnout; however, it will provide an opportunity to evaluate traffic flow with the new room layout. Staff are in the process of changing over from QuickBooks to Workhorse. The 2023 audit is scheduled for February 14 – February 16, 2024.

Clerk/Treasurer Reinbold provided the monthly financial statements for review. Ms. Reinbold noted the revised format is a work in progress, so please let her know if the board members would like any information added to the report. Workhorse has many options in which to prepare reports.

Administrator Heath provided an update on the grant application submitted to Winnebago County for \$387,500 in Spirit Funds to pay for half of the Town's share to build the south leg of the STH 21 and Leonard Point Road roundabout. It has been a long process, with little information from the county on the application status. Mr. Heath stated that the Spirit Fund Committee met earlier today to approve several projects, including funding for the roundabout. The committee approved the project; it will go to the Winnebago County Board of Supervisors in February for final approval. It is unknown if the funds will remain with the county, and the Town will need to submit requests for disbursements or if the Town will receive the funds in full to keep in a separate account until spent.

The Orthopedic and Sports Medicine Specialist project is moving forward. Greg Johnson from Ehlers will assist the Town with creating the Tax Incremental Finance District and the \$450,000 in financing needed for the waterline extension. Mr. Heath thanked Ms. Rathermel for her input and assistance with the project. According to the initial schedule:

- Installation of the waterline begins this summer.
- Construction of the medical facility will start in late fall.
- The planned completion of the facility is in October 2025.

Mr. Heath explained that Town Engineer Phil Kleman is facilitating an update to the Town's *2018 Stormwater Management Plan*. The Town received a matching grant from the Wisconsin Department of Natural Resources for \$43,200 to pay for a portion of the cost of updating the plan. Administrator Heath reported \$12,514,543 in new investment made in the Town of Algoma in 2023 (which is equal to 2022). There were 19 new homes built in 2023 (22 in 2022) with a total value of \$9,016,000 or 72% of the total new investment made in the Town last year. Mr. Heath thanked the Town's Building Inspector, Dave Frank, for his expertise and time in overseeing the dozens of building permits issued in 2023.

On a motion by Supervisors Martin/Van Aacken, passed on a voice vote, the Town Board approved the Certified Survey Map for Parcel 002-0372, owned by Jeffrey and Sandra Rogge.

On a motion by Supervisors Martin/Clark, passed on a voice vote, the Town Board approved the rezoning of Parcel 002-0172, owned by Eric Hoffman, from A-2 to R-2.

On a motion by Supervisors Martin/Clark, passed on a voice vote, the Town Board adjourned at 6:44 p.m.

Respectfully submitted,
Katherine Reinbold