

Date: April 12, 2024
To: Town Chair and Supervisors
From: Richard Heath, Administrator
Re: Monthly Administrator's Report

A. Approval of Bellhaven Lane Iron Enhanced Sand Filter Contractor

The Town's Engineer, Phil Kleman, announced the solicitation of bids for the construction of the Bellhaven Lane Iron Enhanced Sand Filter. Bids were due on April 10, 2024 at 10:00 a.m. The bids were opened and reviewed by Mr. Kleman. *The list of contractors with their bids along with Mr. Kleman's recommendation for approval is provided in your board packet.* The approval of the contractor is an action item on the agenda. The construction of the pond with outfall pipe is scheduled to be completed by late-October. All the permits, approvals, easements, etc. have been completed, so there should be no delay in getting the project started based on the approved contractor's schedule.

B. TIF District Meetings

Greg Johnson and his colleagues at Ehlers have been guiding the process to create the Town's first Tax Incremental Finance District (TID). The Joint Review Board met on April 10th at 4:30 p.m. and the Planning Commission held a public hearing later that same day at 6:00 p.m. The approval of the TID will be on the May 15th Town Board agenda. The next Joint Review Board meeting is on June 5, 2024 at 4:30 p.m., which is the last step in TID creation process. A developer's agreement is being drafted between the Town, Algoma Sanitary District, and OSMS that outlines the terms and conditions of the payment of individual pieces of the project (ex. Hook-up of waterline at the facility), annual property tax repayment terms, and safeguards for possible default on repayment of the cost to install the waterline by OSMS. The Town is seeking financing through the State Trust Fund Loan fund. The loan agreement is an action item on the agenda.

C. Leonard Point Road Reconstruction Update

A public information meeting on the reconstruction of Leonard Point Road was held on April 4, 2024 from 6:00 pm. to 7:30 p.m. There were a large number of residents in attendance. The Engineers from McMahon Associates, Josh Frewerd and Mike Simon, presented a preliminary design of the new roadway, along with a preliminary layout of the new 2-lane roundabout at STH 21 and Leonard Point Road. Those in attendance were asked to complete and submit forms with their questions for review by Mr. Frewerd and Mr. Simon. They will be working on the more detailed parts of the roadway design through 2024. The acquisition of road right of way and easements will begin in late 2024 through most of 2025.

D. Thank You!

The past 4+ years have been an unforgettable learning experience. I appreciate the Town Board giving me the opportunity to serve as Algoma's administrator in November 2019. I believe we have accomplished a great deal over my time in this position, and the Town is poised for quality mixed-use growth in the future. I wish the staff and Board members all the best. I will be available to assist with the transition to a new administrator.