**TOWN OF ALGOMA**
**WINNEBAGO COUNTY, WISCONSIN**
**TOWN BOARD MEETING**
**Wednesday, July 17, 2024 – 6:00 p.m.**
**15 N. Oakwood Road, Oshkosh, WI 54904**

## AGENDA

**The Board may discuss and act on the following:**

1. **Call to Order.**
   - **A.** Pledge of Allegiance.
   - **B.** Roll Call.

2. **Town agenda was posted at the following locations**: Town of Algoma Municipal Building, Service Oil Co., and town website at www.townofalgoma.org on July 12, 2024.

3. **Review and approve the minutes of the following meeting:**
   - **A.** Monthly Town Board Meeting dated June 19, 2024.

4. **Review and approve July 2024 disbursements.**

5. **Public Forum (All speakers must sign up before the meeting and the Town's policy is available on the back table).**

6. **Economic Development Update.**

7. **Presentation of 2023 Town of Algoma Audited Financial Statements by CliftonLarsonAllen LLP.**

8. **Committee Reports.**
   - **A.** Fire Department.
   - **B.** Planning Commission.
   - **C.** Parks Committee.

9. **Administrator Report**
   - **A.** Budget Update.
   - **B.** Major Projects Update.
     - i. Bellhaven Lane Iron Enhanced Sand Filter
     - ii. Leonard Point Road Storm Detention Pond
     - iii. Leonard Point Road Reconstruction
     - iv. Leonard Point Road & STH 21 Roundabout
   - **C.** TID #1 Update
   - **D.** Winnebago County Waste and Recycling Agreements Review

10. **Town Chairman Report.**
    - **A.** Road Maintenance Update.

**11. Clerk/Treasurer Report.**

- **A.** Revaluation Communication to Residents.
- **B.** Building Inspection Process Update.

**12. Monthly Financial Statements and Financial Report.**

**13. Business.**

- **A.** Discussion and possible action re: Repeal or Revise Ch 274 of the Code of Ordinances for the Town of Algoma Relating to Sex Offenders
- **B.** Discussion and possible action: Rezoning of parcels 002-0022, 002-0020, 0020025, 002-0027, and 002-0027-01 west of Leonard Point Road from A-2 General Agriculture District to R-2 Suburban Residential District by petitioner Springhetti Real Estate LLC.
- **C.** Discussion and possible action re: Reduction to the Lakevista Estates Subdivision Letter of Credit
- **D.** Discussion and possible action re: Intergovernmental Cooperative Agreement to Satisfy Eligibility for the Wisconsin Recycling Consolidation Grant for Calendar Year 2025.
- **E.** Discussion and possible action re: Burning in the Town of Algoma
- **F.** For Discussion Only: 2025 Budget Key Assumptions

**14. Adjourn.**

The Town Board meets regularly on the THIRD WEDNESDAY OF EACH MONTH AT 6:00 p.m. (unless otherwise noted) at the Municipal Building (Town Hall), 15 N. Oakwood Road. ALL MEETINGS ARE OPEN TO THE PUBLIC.

NOTE: It is possible that members of other governmental bodies of the municipality may be present at the above scheduled meeting to gather information about a subject over which they have decision-making responsibility. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, call the Town Hall office at 920-235-3789.

**TOWN OF ALGOMA**
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**June 19, 2024**

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

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

The following were also present: Administrator Maggie Mahoney and Clerk/Treasurer Katherine Reinbold.

The agenda was posted at the approved locations on June 17, 2024.

On a motion by Supervisors Clark/Van Aacken, passed on a voice vote, the Board approved the minutes of the Monthly Town Board meeting dated May 15, 2024.

On a motion by Supervisors Martin/Clark, passed on a voice vote, the Board approved the June 2024 disbursements.

Tricia Rathermel, President and CEO of the Greater Oshkosh Economic Development Corporation (GOEDC), reported on GOEDC moving their offices. Administrator Mahoney participated in the feasibility study which will impact GOEDC's strategic plan. There has been a second shift childcare established in Oshkosh. EAA coming up in July.

The board had the fire report in their hands for review.

The Planning Commission did not meet.

The Parks Committee did not meet.

Administrator Mahoney reported that the soil borings for a pond at the curve in Leonard Point Road came back. Some blasting will need to be done, but it is still a viable location for the pond. The Board has been given the 2025 budget calendar. The Planning Commission will be meeting in July with a rezoning application for the quarry.

Chairman Rasmussen reported that paving has been completed and seal coating is ongoing. There will be some tree trimming done, but nothing major, just some visibility spots. There was an article in the newspaper about municipalities not receiving the Spirit Fund money from the County. The fire department has now received their money and the town should receive theirs by the end of June.

Clerk/Treasurer Reinbold noted that the town has received the Department of Natural Resources Recycling Grant Award, just over $12,000. Open book will take place October 10 10:00 am – 6:30 pm. Residents will be instructed to schedule with Action Appraisers. The Board of Review will take place on October 24 with the time yet to be determined. Action Appraisers will be sending out letters in early September regarding any assessment changes. Clerk/Treasurer Reinbold will be sending out a letter prior to that in hopes of helping explain the revaluation process. The August 13 election is just around

the corner. Absentee ballot requests that are on file will be going out next Thursday. Our auditors, Clifton, Larson, Anderson (CLA), will be at the July meeting.

The monthly financial statements and report were presented.

Kim Biedermann, Principal Transportation Planner and Regional Bicycle and Pedestrian Coordinator of the East Central Wisconsin Regional Planning Commission gave a presentation for the policy board structure and redesignation agreement. The town will have a voting seat on the policy board with the Oshkosh Metropolitan Planning Organization (MPO). On a motion by Supervisors Clark/Brooks, passed on a voice vote, the Town Board approved Resolution No. 2024-3, Support and Approve of Oshkosh MPO Policy Board Structure and Redesignation Agreement.

On a motion by Supervisors Van Aacken/Martin, passed on a voice vote, the Town Board approved Certificate for Payment #1 (Final) to Kartechner Brothers, LLC in the amount of $15,272.58 for the 2024 Asphalt Resurfacing Program.

On a motion by Supervisors Brooks/Clark, passed on a voice vote, the Town Board approved the Town Organizational Chart.

On a motion by Supervisors Martin/ Van Aacken, passed on a voice vote, the Town Board approved a Class “A” and “Class A” Intoxicating Liquor License for the period of July 1, 2024 through June 30, 2025 for Service Oil Co., Inc d/b/a Serv U Beverage Mart.

On a motion by Supervisors Martin/ Clark, passed on a voice vote, the Town Board approved a Cigarette and Tobacco Products Retail License for the period of July 1, 2024 through June 30, 2025 for Service Oil Co., Inc d/b/a Serv U Beverage Mart.

On a motion by Supervisors Van Aacken/Clark, passed on a voice vote, the Town Board approved a Class “B” and “Class B” Intoxicating Liquor License for the period of July 1, 2024 through June 30, 2025 for Dande Acres LLC d/b/a Poplar Creek.

On a motion by Supervisors Clark/Van Aacken, passed on a voice vote, the Town Board approved a Soda Water Beverage License for the period of July 1, 2024 through June 30, 2025 for Dande Acres LLC d/b/a Poplar Creek, Fox Valley Iron Metal & Auto Salvage Inc., Service Oil Co. d/b/a Serv U Beverage Mart, Inc., Kobussen Busses LTD., and Wally’s U-Pull-It Inc.

On a motion by Supervisors Clark/Van Aacken, passed on a voice vote, the Town Board approved an Operator License for the period of July 1, 2024 through June 30, 2025 for Andy Reichenberger (Poplar Creek), Madelyn Fritz (Poplar Creek), Michaela Burns (Poplar Creek), Rachel Kmecheck (Poplar Creek), Tanner Harrington (Poplar Creek), Grant Stephenson (Serv-U-Beverage), Brittney Roehl (Serv-U-Beverage), Debra Pease (Serv-U-Beverage), Lily Miller (Serv-U-Beverage), Meghan Coburn (Serv-U-Beverage), Kahler Juday (Serv-U-Beverage), Lorie Knaus (Serv-U-Beverage), Melissa Nowicki (Serv-U-Beverage), Rebecca Seward (Serv-U-Beverage), Marian Hemminghaus (Serv-U-Beverage), and Ellie Meyer (Serv-U-Beverage).

On a motion by Supervisors Clark/Brooks, passed on a roll call vote (Brooks-Y, Clark-Y, Rasmussen-Y, Van Aacken-Y, and Marin-Y), the board entered into closed session for board consideration of the following items: Pursuant to WI Statutes 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Re: OSMS Developer Agreement.

On a motion by Supervisors Clark/Martin, passed on a roll call vote (Brooks-Y, Clark-Y, Rasmussen-Y, Van Aacken-Y, and Marin-Y), the board reconvened in open discussion.

On a motion by Supervisors Martin/Brooks, the Town Board adjourned at 7:08 p.m.

Respectfully submitted,
Katherine Reinbold

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Respectfully submitted,
Katherine Reinbold

# Town of Algoma Fire Department

## Monthly Report

June 2024

## Prepared by

Kevin Sawicki – Fire Chief

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## Grants

ARPA/Spirit Funds received from Winnebago County for portable radios. The grant will allow the purchase of 31 portable radios along with chargers and additional batteries. Grant was for $162,049.94.

## Trucks and Equipment

### Truck Committee

- Engine 21 is currently at Rennert's Fire Equipment Service undergoing refurbishment. The vehicle will undergo corrosion repair and graphic replacement.

### New Members

- Keele Brewer – is a recent graduate of OWHS. Keele currently works at Firehouse Subs and joined to be a firefighter. She is attending FVTC fire program and is pursuing a career in firefighting/EMS.
- Brandon Quast – currently works as an EMT for Gold Cross Ambulance Service. Brandon lives on the west side of Oshkosh and eagerly wants to serve as an emergency medical responder (EMR).

### Recruitment

- No new update.

## Training

### First Drill: June 3rd, 2024

- Department members toured and pre-planned Oakwood School.

### Second Drill: June 17th, 2024

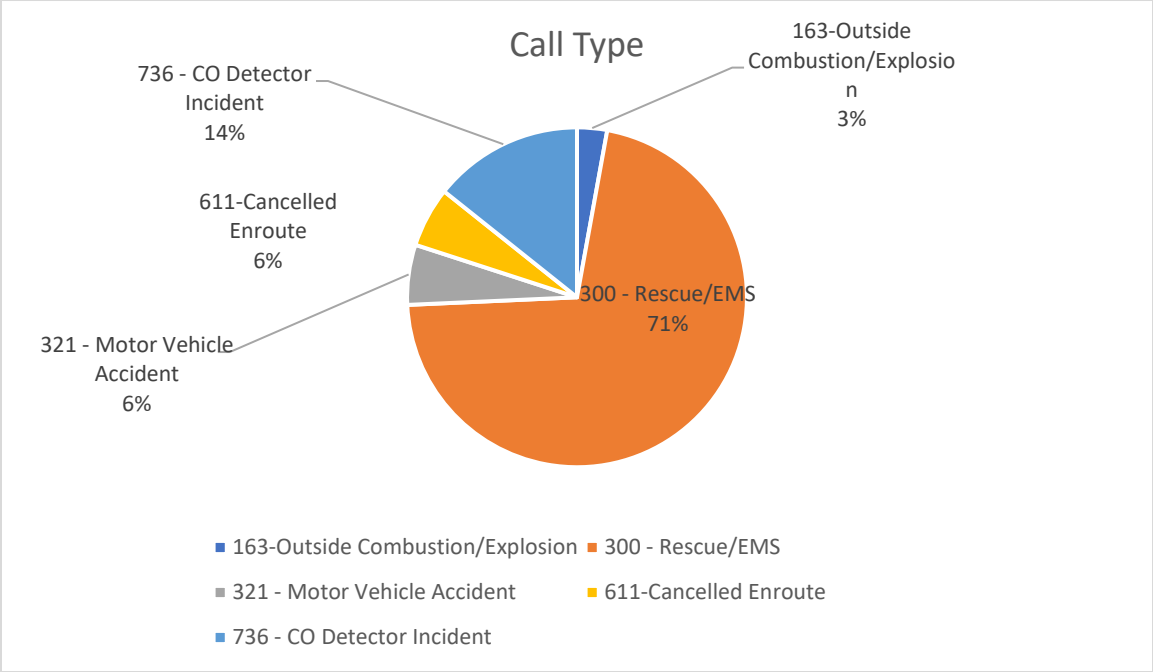
- Department members pumped water and reviewed vehicle equipment.

## Upcoming Events

| Event | Date |
|---|---|
| Training Drills | Monday, August 5th @ 6:30pm<br>Monday, August 19th @ 6:30pm |
| Monthly Department Meeting | Wednesday, August 14th @ 7:00pm |
| Fire Department Open House | May 2025 |
| Car Show | Saturday, August 17th, 2024 |
| Pancake Breakfast | Sunday, October 6th, 2024 |

# Incidents

## Overall Incident Summary




| Call Type | Count |
|---|---|
| 163 – Outside Combustion/Explosion | 1 |
| 300 – Rescue/Emergency Medical Service (EMS) | 25 |
| 321- Motor Vehicle Accident | 2 |
| 611 – Cancelled Enroute | 2 |
| 736 – CO Detector Incident | 5 |
| **Total Calls** | **35** |

TOWN OF ALGOMA
*A community connected*

# AGENDA MEMORANDUM

**To:** Honorable Town Chairperson and Town Supervisors

**From:** Maggie Mahoney, Administrator

**Date:** July 17, 2024

**RE:** Monthly Administrator's Report

---

**A. Budget Update**

Kicking off the budget season! The initial discussion on the 2025 budget is under new business.

**B. Major Projects Updates**

**i. Bellhaven Lane Iron Enhanced Sand Filter**

Work is planned to commence in mid-July and be completed by the end of August. The Town sent letters to affected property owners and the HOA and updated the town website.

**ii. Leonard Point Road Storm Detention Pond**

Borings completed, can proceed in that location but have to go deeper in some parts, requiring rock blasting and excavation. Land acquisition cost is an unknown at this time. I will meet with the property owner when the draft CSM is completed and confer with the Board in closed session regarding negotiations. The attached updated opinion of probably cost is at ~$1.1 million.

**iii. Leonard Point Road Reconstruction**

WisDOT is considering pushing back construction from 2026 to 2027. This may be helpful to avoid construction of the roundabout in the same year and provides additional time for land acquisition. I have requested information on the cost implications of this change and the possibility of additional grant funds from the MPO.

**iii. Leonard Point Road & STH 21 Roundabout**

The project State/Municipal Financial Agreement (SMFA) has been updated to reflect the approval of additional grant funding for the project through the Highway Safety Improvement Program. The original SMFA from 2022 had Town costs at $775,000, and the revised SMFA now has those costs estimated at ~$278,500. The total cost estimate for the project increased to ~$7.7 million (from $6.3 million). Final cost responsibility is based on the actual construction

cost of the roundabout. The Town received its $387,500 Spirit Funds for this project on July 1, 2024.

Final plans are due by August 1, 2025 and the final plan reviews will occur in Spring 2025 in advance of the submittal. The project will be let in November 2025 with construction in 2026.

**C. TID #1 Update**

Board review of the OSMS developer agreement draft is anticipated at the August meeting, which will address questions about sanitary sewer assessments. Staff has been contacted about the process for the CSM to combine the four parcels.

**D. Winnebago County Waste and Recycling Agreements Review**

The Solid Waste Management Board will be reviewing agreements to create a simplified and concise amended agreement—the terms will not change. *See attached memo*.

**ATTACHMENTS:**

1. OPC_LPR Pond_2024-07-08
2. Notification for County Municipal Recycling Agreement Revisions

McMAHON ENGINEERS ARCHITECTS

# PRELIMINARY OPINION OF PROBABLE COST

| | |
|---|---|
| **Owner:** | T. Algoma |
| **Project Name:** | Leonard Point Pond |
| **Contract No.** | A0018-09-20-00673 |
| **Date:** | July 8, 2024 |

## LEONARD POINT POND

| Item | Qty | Unit | Description | Unit Price | Total |
|---|---|---|---|---|---|
| 1 | 1 | EA | Tracking Pad | $2,000.00 | $2,000.00 |
| 2 | 800 | LF | Silt Fence | $2.00 | $1,600.00 |
| 3 | 4 | EA | Ditch Check | $200.00 | $800.00 |
| 4 | 2 | EA | Inlet Protection | $150.00 | $300.00 |
| 5 | 1 | LS | Dewatering | $15,000.00 | $15,000.00 |
| 6 | 1 | LS | Dust Control | $3,500.00 | $3,500.00 |
| 7 | 1 | LS | Clearing & Grubbing | $50,000.00 | $50,000.00 |
| 8 | 37,950 | CY | Common Excavation | $8.00 | $303,600.00 |
| 9 | 5,480 | CY | Rock Excavation (Pond) | $8.50 | $46,580.00 |
| 10 | 1 | LS | Rock Blasting | $77,000.00 | $77,000.00 |
| 11 | 1 | LS | Clay Liner Aggregate Layer | $15,300.00 | $15,300.00 |
| 12 | 7,235 | SY | Clay Liner (4' Thick) | $10.00 | $72,350.00 |
| 13 | 1 | LS | Geotechnical Engineer / Letter of Opinion | $5,000.00 | $5,000.00 |
| 14 | 1,140 | L.F. | Venting Trench with 6 Inch Perforated Pipe | $30.00 | $34,200.00 |
| 15 | 30 | L.F. | Connector Venting Trench with 6 Inch Perforated Pipe | $40.00 | $1,200.00 |
| 16 | 2 | Ea. | 4 Inch Galvanized Vent | $2,800.00 | $5,600.00 |
| 17 | 289 | LF | 48-Inch CL III RCP Storm Sewer | $200.00 | $57,800.00 |
| 18 | 59 | LF | 36-Inch CL III RCP Storm Sewer | $160.00 | $9,440.00 |
| 19 | 30 | LF | 30-Inch CL III RCP Storm Sewer | $140.00 | $4,200.00 |
| 20 | 30 | LF | 18-Inch CL III RCP Storm Sewer | $100.00 | $3,000.00 |
| 21 | 1 | EA | 48-Inch RCP Apron Endwall with Trash Guard | $5,500.00 | $5,500.00 |
| 22 | 1 | EA | 36-Inch RCP Apron Endwall with Trash Guard | $4,500.00 | $4,500.00 |
| 23 | 1 | EA | 30-Inch RCP Apron Endwall with Trash Guard | $3,500.00 | $3,500.00 |
| 24 | 1 | EA | 18-Inch RCP Apron Endwall | $1,100.00 | $1,100.00 |
| 25 | 8.20 | VF | Storm Manhole or Inlet Manhole (6' Diameter) | $1,100.00 | $9,020.00 |
| 26 | 9.40 | VF | Storm Manhole or Inlet Manhole (7' Diameter) | $1,200.00 | $11,280.00 |
| 27 | 8.20 | VF | Storm Manhole or Inlet Manhole (8' Diameter) | $1,500.00 | $12,300.00 |
| 28 | 1 | EA | 4' x 5'' Concrete Box Outlet Structure w/trash racks | $20,000.00 | $20,000.00 |
| 29 | 50 | CY | Medium Rip-Rap | $65.00 | $3,250.00 |
| 30 | 30 | CY | Heavy Rip-Rap | $75.00 | $2,250.00 |
| 31 | 1.57 | ACRE | Temporary Stabilization for Pond Prairie Areas (Temporary Seed & Mulch) | $4,000.00 | $6,280.00 |
| 32 | 800 | SY | Turf Grass Restoration (Topsoil, Seed, Fertilizer & Mulch) | $8.00 | $6,400.00 |
| 33 | 8 | EA | Tree (1.25"-1.50" Dia) | $600.00 | $4,800.00 |
| 34 | 2 | EVENT | Site Prepartation - Herbiciding Shallow Marsh Areas (0.94 ac) | $1,200.00 | $2,400.00 |
| 35 | 0.35 | ACRES | Install Shallow Marsh Plants | $25,000.00 | $8,750.00 |
| 36 | 1,985 | LF | Install Goose Protection Fencing | $2.00 | $3,970.00 |
| 37 | 5 | EVENT | Site Preparation - Hebiciding Wet to Wet-Mesic & Mesic Prairie Areas (1.66 acres) | $800.00 | $4,000.00 |
| 38 | 0.20 | ACRE | Wet to Wet-Mesic Prairie Planting | $6,500.00 | $1,300.00 |
| 39 | 1.37 | ACRE | Mesic Prairie Planting | $6,500.00 | $8,905.00 |
| 40 | 7,599 | SY | WDOT Class I, Type A Erosion Mat (Pond Prairie Areas) | $2.00 | $15,197.60 |

| | |
|---|---|
| **Construction (Items 1 through 40, Inclusive)** | **$843,173.00** |
| **Contingency (10%)** | **$84,317.00** |
| **Engineering, Permitting, Bidding, Const Admin (8%)** | **$67,454.00** |
| **Land Acquisition (2.59 acres @ $30,000/acre)** | **$77,700.00** |
| **TOTAL PROJECT COST** | **$1,072,644.00** |

**Disclaimer** - The attached opinion of probable cost was prepared for use by the Owner in planning for future costs of the project. In providing opinions of probable cost, the Owner understands that the Design Professional has no control over costs or the price of labor, equipment or materials, or over Construction Professionals' method of pricing, and that the opinions of probable costs provided herewith are made on the basis of the Design Professional's qualifications and experience. It is not intended to reflect actual costs and is subject to change with the normal rise and fall of the local area's economy. This opinion must be revised after every change made to the project or after every 30 day lapse in time from the original submittal by the Design Professional.

KATHRYN HUTTER
Director

www.winnebagocountysolidwaste.com
solidwaste@winnebagocountywi.gov



LANDFILL/ADMINISTRATION
100 W. COUNTY RD. Y
OSHKOSH, WI 54901

PHONE (920) 232-1800
FAX (920) 424-1189

**Winnebago County**

**Solid Waste Management Board**

*The Wave of the Future*

July 3, 2024

To: Winnebago County Signing Municipalities:

| | | | |
|---|---|---|---|
| Town of Algoma | Town of Nekimi | Town of Winneconne | City of Menasha |
| Town of Black Wolf | Town of Omro | Town of Wolf River | City of Neenah |
| Town of Clayton | Town of Vinland | Village of Fox Crossing | City of Omro |
| Town of Neenah | Town of Winchester | Village of Winneconne | City of Oshkosh |

Re: 1993 County/Municipal Recycling Agreement, Extensions & Amendment and Local Government Support of Winnebago County Solid Waste Management Systems

Dear Municipal Partners,

In upcoming months Winnebago County will be reviewing the following Waste & Recycling Agreements between Winnebago County Solid Waste Management Board/Winnebago County and our Signing Municipalities, in effort to create a concise, Amended and Restated Recycling Agreement to present to our Municipal Partners:

- 1993 County/Municipal Recycling Agreement
- Extension of the 1993 County/Municipal Recycling Agreement
- Second Extension of the 1993 County/Municipal Recycling Agreement
- Amendment I and Extension III of the 1993 County/Municipal Recycling Agreement
- Local Government Support of Winnebago County Solid Waste Management System

This will not change the terms established in the Local Government Support of Winnebago County Solid Waste Management System, including adequate processing and disposal capacity for all municipally collected recyclables and solid waste. We know this arrangement is working well for all parties involved and we appreciate your ongoing support of our facilities and services. Our concern is with the varying expiration dates, extensions, amendments, and outdated terminology of this series of documents which has created a complex Agreement package which can be difficult to navigate or comprehend.

We will keep you updated as this project progresses and will plan to address concerns of your boards and councils if any should arise. Feel free to contact me directly if you have immediate questions. I may be reached via email khutter@winnebagocountywi.gov or telephone 920-232-1853.

Sincerely,



Kathy Hutter
Director of Solid Waste

A copy of this letter will be emailed and mailed to the following:

Town of Algoma
Attn: Richard Heath
15 N Oakwood Rd
Oshkosh, WI 54904
townadmin@townofalgoma.org
townoffice@townofalgoma.org

Town of Black Wolf
Attn: Susan Snyder
380 E Black Wolf Ave
Oshkosh, WI 54902
Susan@townofblackwolf.com

Town of Clayton
Attn: Kelly Wisnefske
8348 Cty Rd T
Larson, WI 54947
townadministrator@townofclayton.net
clerk@townofclayton.net

Town of Neenah
Attn: Ellen Skerke
1600 Breezewood Ln
Neenah, WI 54956
eskerke@tn.neenah.wi.gov

Town of Nekimi
Attn: Tom Pollack
3790 Pickett Rd
Oshkosh, WI 54904
townofnekimi@gmail.com

Town of Omro
Attn: Brian Noe
4205 Rivermoor Rd
Omro, WI 54963
chairman@townofomro.gov

Town of Vinland
Attn: Karen Brazee
6085 Cty Rd T
Oshkosh, WI 54904
office@townofvinlandwi.gov

Town of Winchester
Attn: Holly Stevens
8522 Park Way
Larson, WI 54947
clerk@townofwinchesterwi.com

Town of Winneconne
Attn: Yvonne Zobel
6494 Cty Rd M
Winneconne, WI 54986
clerk@townofwinneconne.gov

Town of Wolf River
Attn: Susan Gilbert
PO Box 338
Fremont, WI 54940
townofwolfriver@centurytel.net

Village of Fox Crossing
Attn: Jeff Sturgell
2000 Municipal Dr
Neenah, WI 54956
jsturgell@foxcrossingwi.gov
bbauer@foxcrossingwi.gov

Village of Winneconne
Attn: James Fluette
PO Box 488
Winneconne, WI 54986
pwdirector@winneconnewi.gov
clerk@winneconnewi.gov

City of Menasha
Attn: Laura Jungwirth
100 Main St, Ste 200
Menasha, WI 54952
ljungwirth@menashawi.gov
tbrown@menashawi.gov

City of Neenah
Attn: Gerry Kaiser
211 Walnut St
Neenah, WI 54956
gkaiser@ci.neenah.wi.us
gradtke@ci.neenah.wi.us

City of Omro
Attn: Barbara Van Clake
PO Box 399
Omro, WI 54963
bvanclake@omro-wi.com

City of Oshkosh
Attn: James Rabe
215 Church Ave
Oshkosh, WI 54902
jrabe@ci.oshkosh.wi.us
ttaylor@ci.oshkosh.wi.us
emoran@ci.oshkosh.wi.us

# TOWN OF ALGOMA FEE SCHEDULE - DRAFT

| TYPE OF INSPECTION | CURRENT FEE | PROPOSED FEE | COMMENTS |
|---|---|---|---|
| | | | |
| Base Price – Single Family Home | $635.00 | | Fee includes 10 inspections, 2 Re-inspections. Figured at 3 hours per inspection which is the same as Black Wolf.<br><br>This however does not include the surveying, final yard grade,<br>or culverts. (McMahon) Would include the occupancy inspection. |
| Includes State Seal, Plumbing, Electrical, HVAC, 10 Inspections | | | |
| | | | |
| | | | |
| Surveying (4 Inspections) | $565.00 | | |
| Final Yard Grade Deposit | $1,000.00 | | |
| Certificate of Occupancy Deposit | $500.00 | | |
| Park and Rec Facilities Impact Fee (Section 210-6 Code) | $825.00 | | |
| **Single Family Base Price Permit** | **$3,525.00** | **$5,760.00** | |
| | | | |
| Base Price – Duplex | $735.00 | | Same as Single Family Home |
| Includes State Seal, Plumbing, Electrical, HVAC, 10 Inspections | | | |
| | | | |
| Surveying (4 Inspections) | $565.00 | | |
| Final Yard Grade Deposit | $1,000.00 | | |
| Certificate of Occupancy Deposit | $1,000.00 | | |
| Park and Rec Facilities Impact Fee (Section 210-6 Code) | $1,650.00 | | |
| | | | |
| **Duplex Base Price Permit** | **$4,950.00** | **$5,760.00** | |

| TYPE OF INSPECTION | CURRENT FEE | PROPOSED FEE | COMMENTS |
|---|---|---|---|
| | | | |
| Additional Inspections – Per Inspection | $50.00 | $160.00 | |
| | | | |
| **Accessory Building/Structure Permit w/o Electric Service**<br>Includes garage, boathouse, shed, pole building, permanent children's activity playhouse/playground | $50.00<br><br>plus $.10 per sq. ft. | Same | |
| | | | |
| **Addition and Remodeling Permit w/o Electric Service** – Includes 8 Inspections | $50.00<br><br>Plus $.20 per sq ft. | Same | |
| | | | |

# TOWN OF ALGOMA FEE SCHEDULE - DRAFT

| | | | |
|---|---|---|---|
| **Deck Permit** – Includes 3 Inspections (Footing, Framing, Final) | $105.00 | $480.00 | |
| | | | |
| **Siding Permit** – Includes 1 Inspection | $40.00 | $160.00 | |
| | | | |
| **Mechanical Permit** – Includes 1 Inspection<br>Additional Mechanical Inspections – per inspection | $45.00<br>$30.00 | $160.00 | |
| | | | |
| **Special Project Permit –** Includes windows, door alterations, changes in structure, foundation repairs, etc. | $40.00<br>Plus $5.00<br>Per 1,000<br>over 1,001<br>sq ft. | $160.00 | |
| | | | |
| **Raze Permit** | $25.00 | $160.00 | |
| | | | |
| **New Residential/Commercial Driveway or Field Access** | $100.00 | | McMahon Engineering to Decide? |
| | | | |
| **Existing Driveway/Culvert Replacement or Extension** | $100.00 | | |
| | | | |
| **Hot mix asphalt paving of existing driveway approach** | $50.00 | | |
| | | | |
| **Temporary Driveway Culvert** | $100.00 | | |
| | | | |
| **Parks and Recreation Facilities Impact Fee**<br>Permitted through Sec 210-6 of Town of Algoma Municipal Code | $825.00 | | |
| | | | |
| **All Commercial Construction – Includes Materials and Labor**<br>This includes triplex and larger dwellings | | | |
| | | | |
| **Construction up to $10,000**<br>Each additional $1,000 or fraction thereof | $200.00<br>$2.00 | $500.00<br>plus $.25<br>sq ft. | |
| | | | |
| **Electrical up to $10,000**<br>Each additional $1,000 or fraction thereof | $50.00<br>$13.00 | 500.00<br>plus $.25<br>sq ft. | |
| | | | |
| **HVAC up to $10,000**<br>Each additional $1,000 or fraction thereof | $150.00<br>$5.00 | $250.00<br>per unit | |
| | | | |
| **Plumbing up to $10,000** | $150.00 | $400.00 | |

| | | | |
|---|---|---|---|
| Each additional $1,000 or fraction thereof | $12.00 | Plus $.25 per sq ft. | |

TOWN OF ALGOMA
RECONCILED BANK & INVESTMENT BALANCES
AS OF 06/28/2024

| Bank | Type | Interest Rate | Balance | Notes |
|---|---|---|---|---|
| Bank First | Checking | Analysis | $ 752,412.60 | Includes $162,049.94 of Spirit Funds for FD |
| | Money Market | 5.52% | $ 689,403.10 | |
| | | | | |
| | Special Accounts | 5.52% | | |
| | Parks Money Market | | $ 99,364.88 | |
| | ARPA Funds Money Market | | $ 214,398.37 | |
| | | | | |
| | | | | |
| | Tax Accounts (Used for collection) | | | |
| | Tax Account | | $ - | |
| | Refund Account | | $ 162.56 | One person has not cashed their tax refund check. |
| | | | | |
| Verve | Savings Account | NA | $ 5.00 | |
| | Money Market | 1.71% | $ 231,979.25 | Statements are quarterly |
| | | | | |
| Total Cash and Investments | | | $ 1,987,725.76 | |

Fund: All Funds

| Account Number | | 2024 July | 2024 Actual 07/15/2024 | 2024 Budget | Budget Status | % of Budget |
|---|---|---|---|---|---|---|
| 100-00-41102-000-000 | GO REFUNDING BONDS LEVY | 0.00 | 0.00 | 358,840.00 | -358,840.00 | 0.00 |
| 100-00-41110-000-000 | GENERAL PROPERTY TAXES | 0.00 | 0.00 | 1,137,949.00 | -1,137,949.00 | 0.00 |
| 100-00-41150-000-000 | MFL TAXES | 0.00 | 0.00 | 200.00 | -200.00 | 0.00 |
| 100-00-41802-000-000 | LOTTERY CREDIT | 0.00 | 69,198.59 | 0.00 | 69,198.59 | 0.00 |
| **TAXES** | | 0.00 | 69,198.59 | 1,496,989.00 | -1,427,790.41 | 4.62 |
| 100-00-43410-000-000 | STATE SHARED REVENUES | 0.00 | 0.00 | 243,624.00 | -243,624.00 | 0.00 |
| 100-00-43420-000-000 | 2% FIRE DUES | 0.00 | 0.00 | 33,000.00 | -33,000.00 | 0.00 |
| 100-00-43430-000-000 | EXEMPT COMPUTER | 0.00 | 0.00 | 270.00 | -270.00 | 0.00 |
| 100-00-43440-000-000 | PERSONAL PROPERTY AID | 0.00 | 3,290.83 | 3,290.83 | 0.00 | 100.00 |
| 100-00-43530-000-000 | TRANSPORTATION AIDS | 35,961.47 | 107,884.41 | 106,618.00 | 1,266.41 | 101.19 |
| 100-00-43540-000-000 | RECYCLING GRANTS | 0.00 | 12,471.47 | 10,000.00 | 2,471.47 | 124.71 |
| 100-00-43550-000-000 | VIDEO SERV PROVIDER FEE | 0.00 | 0.00 | 15,175.00 | -15,175.00 | 0.00 |
| 100-00-43650-000-000 | FOREST CROPLAND/MGED FOREST | 0.00 | 6.46 | 6.49 | -0.03 | 99.54 |
| 100-00-43750-000-000 | ECONOMIC DEVELOPMENT | 0.00 | 200.00 | 7,600.00 | -7,400.00 | 2.63 |
| 100-00-43790-000-000 | DNR STORMWATER MGMT GRANT | 0.00 | 0.00 | 105,700.00 | -105,700.00 | 0.00 |
| **INTERGOVERNMENTAL REVENUES** | | 35,961.47 | 123,853.17 | 525,284.32 | -401,431.15 | 23.58 |
| 100-00-44100-000-000 | BUSINESS/OCCUP LICENSE | 0.00 | 100.00 | 200.00 | -100.00 | 50.00 |
| 100-00-44110-000-000 | LIQUOR & MALT BEVERAGE LICENSE | 0.00 | 635.00 | 550.00 | 85.00 | 115.45 |
| 100-00-44115-000-000 | OPERATORS LICENSES | -140.00 | 260.00 | 250.00 | 10.00 | 104.00 |
| 100-00-44116-000-000 | CIGARETTE LICENSE | 0.00 | 100.00 | 100.00 | 0.00 | 100.00 |
| 100-00-44117-000-000 | SODA WATER LICENSES | 0.00 | 100.00 | 80.00 | 20.00 | 125.00 |
| 100-00-44125-000-000 | CABLE FRANCHISE INCOME | 0.00 | 30,392.89 | 61,000.00 | -30,607.11 | 49.82 |
| 100-00-44200-000-000 | DOG LICENSES | 0.00 | 2,100.00 | 4,000.00 | -1,900.00 | 52.50 |
| 100-00-44201-000-000 | WINNEBAGO CTY DOG LICENSES | 0.00 | 980.89 | 1,000.00 | -19.11 | 98.09 |
| 100-00-44300-000-000 | BUILDING PERMITS NEW | 0.00 | 20,800.00 | 12,000.00 | 8,800.00 | 173.33 |
| 100-00-44301-000-000 | BUILDING PERMITS REMODELING | 0.00 | 8,281.17 | 10,000.00 | -1,718.83 | 82.81 |
| 100-00-44302-000-000 | EXTRA INSPECTIONS | 0.00 | 0.00 | 100.00 | -100.00 | 0.00 |
| 100-00-44310-000-000 | CULVERT PERMITS | 0.00 | 2,550.00 | 1,000.00 | 1,550.00 | 255.00 |
| 100-00-44311-000-000 | OTHER PERMITS | 0.00 | 0.00 | 100.00 | -100.00 | 0.00 |
| 100-00-44400-000-000 | ZONING PERMITS & FEE'S | 0.00 | 0.00 | 200.00 | -200.00 | 0.00 |
| 100-00-44500-000-000 | RIGHT OF WAY | 0.00 | 0.00 | 100.00 | -100.00 | 0.00 |
| **LICENSES AND PERMITS** | | -140.00 | 66,299.95 | 90,680.00 | -24,380.05 | 73.11 |
| 100-00-46100-000-000 | ASSESSMENT CERTIFICATION' | 0.00 | 1,620.00 | 2,500.00 | -880.00 | 64.80 |
| 100-00-46101-000-000 | LIQUOR LIC PUBLICATION FEE | -72.06 | -24.06 | 20.00 | -44.06 | -120.30 |
| 100-00-46310-000-000 | SNOW REMOVAL | 0.00 | 0.00 | 9,000.00 | -9,000.00 | 0.00 |
| 202-00-46330-000-000 | PARKLAND FEES | 0.00 | 1,650.00 | 0.00 | 1,650.00 | 0.00 |
| 100-00-46420-000-000 | REFUSE & GARBAGE COLLECTION | -200.00 | -200.00 | 620,000.00 | -620,200.00 | -0.03 |
| 100-00-46435-000-000 | RECYCLING - WINN CTY REBATE | 0.00 | 2,870.46 | 5,000.00 | -2,129.54 | 57.41 |
| 100-00-46720-000-000 | PARKLAND FEE INCOME | 0.00 | 12,375.00 | 10,000.00 | 2,375.00 | 123.75 |
| 100-00-46850-000-000 | SITE PLANS FEES | 0.00 | 950.00 | 0.00 | 950.00 | 0.00 |
| **PUBLIC CHARGES FOR SERVICES** | | -272.06 | 19,241.40 | 646,520.00 | -627,278.60 | 2.98 |
| 100-00-48100-000-000 | INTEREST GENERAL ACCOUNTS | 0.00 | 15,530.15 | 2,000.00 | 13,530.15 | 776.51 |
| 100-00-48101-000-000 | ARPA INTEREST | 0.00 | 8,936.50 | 1,000.00 | 7,936.50 | 893.65 |
| 200-00-48101-000-000 | FD SAVINGS INTEREST | 0.00 | 1.02 | 0.00 | 1.02 | 0.00 |
| 100-00-48102-000-000 | VERVE ACCTS | 0.00 | 1,951.41 | 0.00 | 1,951.41 | 0.00 |
| 100-00-48200-000-000 | RENT REVENUE | 200.00 | 7,100.00 | 8,000.00 | -900.00 | 88.75 |

Fund: All Funds

| Account Number | | 2024 July | 2024 Actual 07/15/2024 | 2024 Budget | Budget Status | % of Budget |
|---|---|---|---|---|---|---|
| 100-00-48301-000-000 | SALE OF GARB/RECYCLING TOTES | 0.00 | 3,575.00 | 3,000.00 | 575.00 | 119.17 |
| 200-00-48500-000-000 | FD DONATIONS | 0.00 | 495.00 | 0.00 | 495.00 | 0.00 |
| 100-00-48900-000-000 | OTHER MISC. REVENUES | 0.00 | 359.00 | 0.00 | 359.00 | 0.00 |
| 200-00-48900-000-000 | FD PANCAKE BRKFST | 0.00 | 200.00 | 0.00 | 200.00 | 0.00 |
| 200-00-48901-000-000 | FD CAR SHOW | 0.00 | 5,000.00 | 0.00 | 5,000.00 | 0.00 |
| 200-00-48903-000-000 | FD OPEN HOUSE | 0.00 | 1,142.00 | 0.00 | 1,142.00 | 0.00 |
| **MISCELLANEOUS REVENUES** | | 200.00 | 44,290.08 | 14,000.00 | 30,290.08 | 316.36 |
| 100-00-49200-000-000 | TRANSFERS FROM OTHER FUNDS | 0.00 | 0.00 | 445,000.00 | -445,000.00 | 0.00 |
| **OTHER FINANCING SOURCES** | | 0.00 | 0.00 | 445,000.00 | -445,000.00 | 0.00 |
| **Total Revenues** | | 35,749.41 | 322,883.19 | 3,218,473.32 | -2,895,590.13 | 10.03 |

Fund: All Funds

| Account Number | | 2024 July | 2024 Actual 07/15/2024 | 2024 Budget | Budget Status | % of Budget |
|---|---|---|---|---|---|---|
| 100-00-51100-110-000 | TOWN BOARD WAGES | 1,300.00 | 9,950.00 | 15,452.00 | 5,502.00 | 64.39 |
| 100-00-51100-130-000 | TOWN BOARD SOC SEC/MEDICARE | 99.46 | 761.28 | 1,125.00 | 363.72 | 67.67 |
| 100-00-51100-209-000 | ATTORNEY LEGAL FIRE DEPT | 0.00 | 0.00 | 1,000.00 | 1,000.00 | 0.00 |
| 100-00-51100-321-000 | TOWN BOARD DUES | 0.00 | 1,435.00 | 1,400.00 | -35.00 | 102.50 |
| 100-00-51100-390-000 | TOWN BOARD MISC EXP | 0.00 | 0.00 | 500.00 | 500.00 | 0.00 |
| 100-00-51300-210-000 | ATTORNEY LEGAL CONTRACT | 5,304.17 | 13,604.17 | 15,000.00 | 1,395.83 | 90.69 |
| 100-00-51300-218-000 | ATTORNEY ORD CODIFICATION | 0.00 | 1,195.00 | 2,000.00 | 805.00 | 59.75 |
| 100-00-51400-200-000 | GEN GOVT HR/PERSONNEL | 0.00 | 0.00 | 500.00 | 500.00 | 0.00 |
| 100-00-51400-310-000 | GEN GOVT OFFICE SUPPLIES | 133.90 | 2,383.62 | 3,000.00 | 616.38 | 79.45 |
| 100-00-51400-315-000 | GEN GOVT OFFICE EQUIPMENT | 313.61 | 1,787.61 | 2,500.00 | 712.39 | 71.50 |
| 100-00-51400-320-000 | GEN GOVT PUBLISHING & PRINTING | 25.00 | 535.52 | 5,000.00 | 4,464.48 | 10.71 |
| 100-00-51400-330-000 | GEN GOVT MILEAGE | 0.00 | 0.00 | 800.00 | 800.00 | 0.00 |
| 100-00-51400-342-000 | GEN GOVT COMPUTER & WEBSITE MA | 1,350.40 | 21,117.71 | 18,000.00 | -3,117.71 | 117.32 |
| 100-00-51400-390-000 | GEN GOVT MISC EXP | 0.00 | 499.45 | 1,000.00 | 500.55 | 49.95 |
| 100-00-51410-110-000 | ADMINISTRATOR WAGES | 8,750.00 | 52,046.40 | 95,254.40 | 43,208.00 | 54.64 |
| 100-00-51410-130-000 | ADMINISTRATOR SOC SEC/MEDICARE | 665.52 | 5,127.76 | 7,286.96 | 2,159.20 | 70.37 |
| 100-00-51410-131-000 | ADMINISTRATOR WRS | 603.75 | 3,591.20 | 6,572.55 | 2,981.35 | 54.64 |
| 100-00-51410-132-000 | ADMINISTRATOR HEALTH INSURANCE | 0.00 | 9,993.34 | 16,136.64 | 6,143.30 | 61.93 |
| 100-00-51410-380-000 | ADMINISTRATOR DEPT EXPENSES | 975.00 | 13,349.36 | 1,000.00 | -12,349.36 | 1,334.94 |
| 100-00-51411-110-000 | OFFICE ASST WAGES | 2,689.00 | 14,298.00 | 20,904.53 | 6,606.53 | 68.40 |
| 100-00-51411-130-000 | OFFICE ASST SOC SEC/MEDICARE | 205.71 | 2,351.61 | 1,599.19 | -752.42 | 147.05 |
| 100-00-51420-110-000 | CLERK TREAS WAGES | 5,726.50 | 40,085.50 | 69,061.59 | 28,976.09 | 58.04 |
| 100-00-51420-130-000 | CLERK TREAS SOC SEC/MEDICARE | 420.65 | 4,830.79 | 5,283.21 | 452.42 | 91.44 |
| 100-00-51420-131-000 | CLERK TREAS WRS | 395.13 | 2,765.91 | 4,765.24 | 1,999.33 | 58.04 |
| 100-00-51420-132-000 | CLERK TREAS HEALTH INSURANCE | 3,568.56 | 24,967.99 | 22,778.04 | -2,189.95 | 109.61 |
| 100-00-51420-380-000 | CLERK TREAS DEPT EXPENSES | 304.00 | 2,792.79 | 2,500.00 | -292.79 | 111.71 |
| 100-00-51420-390-000 | CLERK TREAS MISC EXP | 200.00 | 993.62 | 8,000.00 | 7,006.38 | 12.42 |
| 100-00-51421-110-000 | DEPUTY CLERK TREAS WAGES | 3,696.64 | 28,991.10 | 48,296.60 | 19,305.50 | 60.03 |
| 100-00-51421-130-000 | DEP CLERK TR SOC SEC/MEDICARE | 292.28 | 2,165.29 | 3,722.18 | 1,556.89 | 58.17 |
| 100-00-51421-131-000 | DEPUTY CLERK TREAS WRS | 274.39 | 2,022.82 | 3,332.42 | 1,309.60 | 60.70 |
| 100-00-51421-132-000 | DEPUTY CLERK TREAS HEALTH | 2,401.30 | 17,021.25 | 15,593.16 | -1,428.09 | 109.16 |
| 100-00-51421-390-000 | DEPUTY CLERK TREAS MISC EXP | 146.62 | 375.25 | 500.00 | 124.75 | 75.05 |
| 100-00-51440-110-000 | ELECTIONS WAGES | 0.00 | 4,070.00 | 12,000.00 | 7,930.00 | 33.92 |
| 100-00-51440-380-000 | ELECTIONS DEPT EXPENSES | 0.00 | 2,538.23 | 5,000.00 | 2,461.77 | 50.76 |
| 100-00-51510-211-000 | AUDITOR AUDIT CONTRACT | 3,937.50 | 15,382.50 | 16,000.00 | 617.50 | 96.14 |
| 100-00-51530-212-000 | ASSMT OF PROP ASSESSOR CONTRAC | 4,620.00 | 32,340.00 | 55,440.00 | 23,100.00 | 58.33 |
| 100-00-51530-380-000 | BOARD OF REVIEW DEPT EXPENSES | 0.00 | 60.00 | 300.00 | 240.00 | 20.00 |
| 100-00-51530-390-000 | ASSMT OF PROP MISC EXP | 0.00 | 0.00 | 100.00 | 100.00 | 0.00 |
| 100-00-51600-220-000 | TOWN HALL UTILITIES | 590.17 | 4,464.91 | 8,000.00 | 3,535.09 | 55.81 |
| 100-00-51600-221-000 | TOWN HALL GRASS/SNOW | 400.00 | 1,600.00 | 3,000.00 | 1,400.00 | 53.33 |
| 100-00-51600-223-000 | TOWN HALL PHONE | 233.75 | 1,637.14 | 4,000.00 | 2,362.86 | 40.93 |
| 100-00-51600-225-000 | TOWN HALL JANITORIAL | 630.49 | 4,224.24 | 6,000.00 | 1,775.76 | 70.40 |
| 100-00-51600-380-000 | TOWN HALL DEPT EXPENSES | 335.15 | 4,338.03 | 5,000.00 | 661.97 | 86.76 |
| 100-00-51600-510-000 | TOWN HALL PROP/LIAB INSURANCE | 60.00 | 60.00 | 10,000.00 | 9,940.00 | 0.60 |
| 100-00-51600-820-000 | TOWN HALL IMPROVEMENTS | 0.00 | 0.00 | 5,000.00 | 5,000.00 | 0.00 |
| 100-00-51900-313-000 | OTHER GEN GOV POSTAGE | 0.00 | 1,392.93 | 6,000.00 | 4,607.07 | 23.22 |
| 100-00-51900-390-000 | OTH GEN GOV MISC EXP | 0.00 | 56.50 | 100.00 | 43.50 | 56.50 |
| 100-00-51900-510-000 | OTH GEN GOV PROP/LIAB INSURANC | 0.00 | -2,390.83 | 5,000.00 | 7,390.83 | -47.82 |
| 100-00-51900-515-000 | OTHER GEN GOV UNEMPLOY. COMP | 0.00 | 0.00 | 1,000.00 | 1,000.00 | 0.00 |
| **GENERAL GOVERNMENT** | | 50,648.65 | 350,812.99 | 541,803.71 | 190,990.72 | 64.75 |
| 100-00-52200-120-000 | FD CHIEF SALARY | 833.33 | 5,833.31 | 10,000.00 | 4,166.69 | 58.33 |

Fund: All Funds

| Account Number | | 2024 July | 2024 Actual 07/15/2024 | 2024 Budget | Budget Status | % of Budget |
|---|---|---|---|---|---|---|
| 100-00-52200-121-000 | FD ASST. CHIEF SALARY | 416.66 | 2,916.62 | 5,000.00 | 2,083.38 | 58.33 |
| 100-00-52200-122-000 | FD CAPT SALARY | 500.00 | 3,500.00 | 6,000.00 | 2,500.00 | 58.33 |
| 100-00-52200-123-000 | FD TREAS & SEC SALARY | 200.00 | 1,400.00 | 2,400.00 | 1,000.00 | 58.33 |
| 100-00-52200-124-000 | FD SAFETY/TRNG OFFICER SALARY | 150.00 | 1,130.00 | 1,200.00 | 70.00 | 94.17 |
| 100-00-52200-125-000 | FD STAND BY PAY | 0.00 | 4,786.00 | 21,500.00 | 16,714.00 | 22.26 |
| 100-00-52200-126-000 | FD DRILL & FIRE ALLOWANCE | 993.75 | 6,415.00 | 13,000.00 | 6,585.00 | 49.35 |
| 100-00-52200-130-000 | FD SOC SEC/MEDICARE | 478.37 | 2,678.24 | 9,594.00 | 6,915.76 | 27.92 |
| 100-00-52200-215-000 | FD TOWN ALLOW TO FD | 0.00 | 1,555.69 | 1,000.00 | -555.69 | 155.57 |
| 100-00-52200-220-000 | FD UTILITIES | 332.60 | 4,115.68 | 6,500.00 | 2,384.32 | 63.32 |
| 100-00-52200-221-000 | FD GRASS/SNOW | 260.00 | 1,700.00 | 4,000.00 | 2,300.00 | 42.50 |
| 100-00-52200-223-000 | FD PHONE | 53.41 | 374.08 | 3,000.00 | 2,625.92 | 12.47 |
| 100-00-52200-224-000 | FD COMPUTER & WEBSITE | 1.57 | 106.56 | 4,200.00 | 4,093.44 | 2.54 |
| 100-00-52200-331-000 | FD TRAINING | 840.00 | 5,178.48 | 9,000.00 | 3,821.52 | 57.54 |
| 200-00-52200-331-000 | FIRE DEPT TRAINING | 0.00 | 50.00 | 0.00 | -50.00 | 0.00 |
| 100-00-52200-341-000 | FD SUPPLIES | 192.65 | 13,131.88 | 3,500.00 | -9,631.88 | 375.20 |
| 100-00-52200-360-000 | FD VEHICLE MAINT | 286.10 | 61,826.14 | 11,000.00 | -50,826.14 | 562.06 |
| 100-00-52200-361-000 | FD FIRE HALL MAINT | 44.90 | 738.20 | 10,000.00 | 9,261.80 | 7.38 |
| 100-00-52200-362-000 | FD SERVICE/REPAIR EQUIP | 80.02 | 29,333.12 | 5,000.00 | -24,333.12 | 586.66 |
| 100-00-52200-380-000 | FD DEPT EXPENSES | 0.00 | 1,510.19 | 1,500.00 | -10.19 | 100.68 |
| 100-00-52200-390-000 | FD MISC EXP | 35.72 | 35.72 | 1,000.00 | 964.28 | 3.57 |
| 200-00-52200-390-000 | FIRE DEPT MISC EXP | 0.00 | 637.13 | 0.00 | -637.13 | 0.00 |
| 200-00-52200-402-000 | FIRE DEPT FUNDRAISING OTHER | 0.00 | 711.26 | 0.00 | -711.26 | 0.00 |
| 100-00-52200-510-000 | FD PROP/LIAB INSURANCE | 0.00 | -5,727.17 | 22,500.00 | 28,227.17 | -25.45 |
| 100-00-52200-810-000 | FD EQUIPMENT | 185.02 | 805.33 | 4,000.00 | 3,194.67 | 20.13 |
| 200-00-52200-810-000 | FIRE DEPT EQUIPMENT | 0.00 | 3,335.88 | 0.00 | -3,335.88 | 0.00 |
| 100-00-52210-000-000 | 2% FIRE DUES SERVICE AWARD | 0.00 | 0.00 | 10,000.00 | 10,000.00 | 0.00 |
| 100-00-52210-128-000 | 2% FIRE DUES INSPECT REL TRAIN | 0.00 | 0.00 | 500.00 | 500.00 | 0.00 |
| 100-00-52210-322-000 | 2% FIRE DUES FIRE INSPECT & PU | 2,179.17 | 26,112.67 | 5,500.00 | -20,612.67 | 474.78 |
| 100-00-52210-810-000 | 2% FIRE DUES DIST EQUIPMENT | 0.00 | 0.00 | 17,000.00 | 17,000.00 | 0.00 |
| 100-00-52220-000-000 | PUBLIC FIRE PROTECTION | 0.00 | 0.00 | 165,827.00 | 165,827.00 | 0.00 |
| 100-00-52300-000-000 | AMBULANCE | 0.00 | 24,980.40 | 25,207.20 | 226.80 | 99.10 |
| 100-00-52302-000-000 | FIREHOUSE SUBS GRANT FUNDS | 0.00 | 4,145.00 | 0.00 | -4,145.00 | 0.00 |
| 100-00-52310-122-000 | FIRST RESPONDER CAPT SALARY | 208.33 | 1,458.31 | 2,625.00 | 1,166.69 | 55.55 |
| 100-00-52310-127-000 | FIRST RESPONDER CALL ALLOWANCE | 1,185.00 | 8,880.00 | 10,000.00 | 1,120.00 | 88.80 |
| 100-00-52310-130-000 | FIRST RESPONDER SOC SEC/MEDICA | 106.63 | 791.02 | 0.00 | -791.02 | 0.00 |
| 100-00-52310-331-000 | FIRST RESPONDER TRAINING | 240.00 | 480.00 | 2,000.00 | 1,520.00 | 24.00 |
| 100-00-52310-390-000 | FIRST RESPONDER MISC EXP | 0.00 | 0.00 | 200.00 | 200.00 | 0.00 |
| 100-00-52310-810-000 | FIRST RESPONDER EQUIPMENT | 0.00 | 1,389.75 | 6,000.00 | 4,610.25 | 23.16 |
| 100-00-52400-130-000 | BUILDING INSPECTOR SOC SEC/MED | 0.00 | 869.05 | 1,606.50 | 737.45 | 54.10 |
| 100-00-52400-213-000 | BUILDING INSPECTOR CONTRACT | 927.50 | 12,287.50 | 21,000.00 | 8,712.50 | 58.51 |
| 100-00-52400-390-000 | BUILDING INSPECTOR MISC EXP | 2,718.46 | 2,812.46 | 1,200.00 | -1,612.46 | 234.37 |
| **PUBLIC SAFETY** | | 13,449.19 | 232,283.50 | 423,559.70 | 191,276.20 | 54.84 |
| 100-00-53100-130-000 | PUBLIC WORKS SOC SEC/MEDICARE | 0.00 | 0.00 | 3,000.00 | 3,000.00 | 0.00 |
| 100-00-53101-000-000 | GENERAL MAINT LOCAL RDS | 20,454.19 | 43,249.75 | 130,000.00 | 86,750.25 | 33.27 |
| 100-00-53102-000-000 | HWY & ST. CONST LOCAL RDS | 154,272.58 | 154,272.58 | 155,000.00 | 727.42 | 99.53 |
| 100-00-53103-000-000 | TRAFFIC CONTROL | 197.65 | 269.56 | 1,500.00 | 1,230.44 | 17.97 |
| 100-00-53104-000-000 | RD INSPECTOR HRLY WAGE | 2,175.00 | 8,497.00 | 30,000.00 | 21,503.00 | 28.32 |
| 100-00-53104-130-000 | RD INSPECTOR SOC SEC/MEDICARE | 166.38 | 649.96 | 0.00 | -649.96 | 0.00 |
| 100-00-53104-390-000 | RD INSPECTOR MISC | 147.97 | 769.54 | 16,253.00 | 15,483.46 | 4.73 |
| 100-00-53105-000-000 | DRAINAGE & CULVERTS | 101.38 | 3,340.65 | 20,000.00 | 16,659.35 | 16.70 |
| 100-00-53106-000-000 | SNOW REMOVAL EXPENSE | 0.00 | 63,585.32 | 120,000.00 | 56,414.68 | 52.99 |

Fund: All Funds

| Account Number | | 2024 July | 2024 Actual 07/15/2024 | 2024 Budget | Budget Status | % of Budget |
|---|---|---|---|---|---|---|
| 100-00-53107-000-000 | SNOW REMOVAL PRIV ROADS | 0.00 | 2,700.50 | 9,000.00 | 6,299.50 | 30.01 |
| 100-00-53420-000-000 | STREET LIGHTING | 785.68 | 4,714.08 | 9,000.00 | 4,285.92 | 52.38 |
| 100-00-53432-000-000 | SIDEWALK MAINT | 0.00 | 0.00 | 1,500.00 | 1,500.00 | 0.00 |
| 100-00-53440-450-000 | STORM WATER PLANNING | 1,276.15 | 11,135.77 | 5,000.00 | -6,135.77 | 222.72 |
| 100-00-53440-451-000 | STORM WATER MANAGEMENT | 344.10 | 7,247.00 | 50,000.00 | 42,753.00 | 14.49 |
| 100-00-53630-000-000 | REFUSE & GARBAGE COLLECTION | 34,031.71 | 198,849.67 | 437,944.00 | 239,094.33 | 45.41 |
| 100-00-53635-000-000 | RECYCLING | 16,685.79 | 100,114.74 | 198,235.00 | 98,120.26 | 50.50 |
| 100-00-53635-343-000 | RECYCLING TOTES GARB/RECY | 0.00 | 4,068.30 | 0.00 | -4,068.30 | 0.00 |
| 100-00-53640-000-000 | WEED & NUISANCE CONTROL | 0.00 | 0.00 | 1,000.00 | 1,000.00 | 0.00 |
| **PUBLIC WORKS** | | 230,638.58 | 603,464.42 | 1,187,432.00 | 583,967.58 | 50.82 |
| 100-00-54100-000-000 | PUBLIC HEALTH ANIMAL CONTRO | 0.00 | 1,500.00 | 500.00 | -1,000.00 | 300.00 |
| 100-00-54110-000-000 | DOG TAX FEES PAID TO COUNT | 0.00 | 1,178.00 | 1,200.00 | 22.00 | 98.17 |
| **HEALTH AND HUMAN SERVICES** | | 0.00 | 2,678.00 | 1,700.00 | -978.00 | 157.53 |
| 100-00-55200-110-000 | PARKS WAGES | 500.00 | 2,462.50 | 10,000.00 | 7,537.50 | 24.63 |
| 100-00-55200-130-000 | PARKS SOC SEC/MEDICARE | 38.25 | 188.38 | 0.00 | -188.38 | 0.00 |
| 100-00-55200-363-000 | PARKS MAINTENANCE EXP | 3,941.11 | 11,272.06 | 25,000.00 | 13,727.94 | 45.09 |
| 100-00-55200-390-000 | PARKS MISC EXP | 15,168.25 | 15,371.94 | 3,000.00 | -12,371.94 | 512.40 |
| 100-00-55201-820-000 | PARKS IMPROVEMENTS | 0.00 | 1,708.78 | 5,000.00 | 3,291.22 | 34.18 |
| **CULTURE, RECREATION AND EDU.** | | 19,647.61 | 31,003.66 | 43,000.00 | 11,996.34 | 72.10 |
| 100-00-56200-455-000 | ECONOMIC DEV WC-IDB | 0.00 | 0.00 | 7,600.00 | 7,600.00 | 0.00 |
| 100-00-56200-456-000 | ECONOMIC DEV T.I.F. | 14,000.00 | 14,000.00 | 10,000.00 | -4,000.00 | 140.00 |
| 100-00-56300-110-000 | PLANNING COMMISSION WAGES | 325.00 | 1,100.00 | 1,800.00 | 700.00 | 61.11 |
| 100-00-56300-390-000 | PLANNING COMMISSION MISC EXP | 0.00 | 12,698.47 | 50,000.00 | 37,301.53 | 25.40 |
| 100-00-56400-452-000 | LAND USE/ZONING SURVEYING &FYG | 1,557.50 | 4,257.50 | 5,000.00 | 742.50 | 85.15 |
| 100-00-56400-453-000 | LAND USE/ZONING ENGINEERING | 543.00 | 859.00 | 50,000.00 | 49,141.00 | 1.72 |
| 100-00-56400-454-000 | LAND USE/ZONING STM WATER POND | 707.83 | 10,729.68 | 125,000.00 | 114,270.32 | 8.58 |
| **CONSERVATION AND DEVELOPMENT** | | 17,133.33 | 43,644.65 | 249,400.00 | 205,755.35 | 17.50 |
| 100-00-57100-000-000 | LRP ENGINEERING & CONSTRUCT | 14,660.00 | 149,346.30 | 60,000.00 | -89,346.30 | 248.91 |
| 100-00-57200-000-000 | RESERVE FOR TOWN REVALUATION | 0.00 | 0.00 | 10,000.00 | 10,000.00 | 0.00 |
| 100-00-57301-000-000 | BELLHAVEN LANE POND | 0.00 | 2,527.24 | 30,000.00 | 27,472.76 | 8.42 |
| 100-00-57302-000-000 | LEONARD POINT DETENTION POND | 4,798.23 | 7,980.18 | 8,738.00 | 757.82 | 91.33 |
| 100-00-57400-000-000 | FIRE EQUIPMENT | 0.00 | 0.00 | 256,000.00 | 256,000.00 | 0.00 |
| 100-00-57500-000-000 | JONES PARK | 0.00 | 0.00 | 30,000.00 | 30,000.00 | 0.00 |
| **CAPITAL OUTLAY** | | 19,458.23 | 159,853.72 | 394,738.00 | 234,884.28 | 40.50 |
| 100-00-58100-610-000 | GO REFUNDING BOND PRINCIPAL | 0.00 | 0.00 | 220,000.00 | 220,000.00 | 0.00 |
| 100-00-58200-620-000 | OMRO ROAD INTEREST | 0.00 | 215,687.80 | 102,741.60 | -112,946.20 | 209.93 |
| 100-00-58201-620-000 | STORM SEWER INTEREST | 0.00 | 75,782.20 | 36,098.40 | -39,683.80 | 209.93 |
| **DEBT SERVICE** | | 0.00 | 291,470.00 | 358,840.00 | 67,370.00 | 81.23 |
| **Total Expenses** | | 350,975.59 | 1,715,210.94 | 3,200,473.41 | 1,485,262.47 | 53.59 |
| **Net Totals** | | -315,226.18 | -1,392,327.75 | 17,999.91 | 1,410,327.66 | -7,735.19 |

TOWN OF ALGOMA
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# AGENDA MEMORANDUM

**To:** Honorable Town Chairperson and Town Supervisors

**From:** Maggie Mahoney, Administrator

**Date:** July 17, 2024

**RE:** Repeal or Revise Ch. 274 of the Code of Ordinances for the Town of Algoma Relating to Sex Offenders

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**SUMMARY:**
Town Attorney Lehocky will discuss her recommendations with the Board to either repeal or revise Town Code Chapter 274 Sex Offenders.

A copy of the current code (Ch. 274 Sex Offenders) is attached to this memo.

Changes to the ordinance identified through this discussion will be brought to the Board as an ordinance for consideration at a future meeting.

**RECOMMENDED ACTION:** No action is recommended at the time of this memo.

**ATTACHMENTS:**

1. Ch. 274 Sex Offenders (current code)

# Chapter 274

# SEX OFFENDERS

ARTICLE I
**Residency Restrictions**


**§ 274-1. Findings; intent.**
**§ 274-2. Definitions.**
**§ 274-3. Prohibited location; prohibited conduct; exceptions.**
**§ 274-4. Renting property to designated offender.**
**§ 274-5. Selling property to designated offender.**
**§ 274-6. Violations and penalties.**


**[HISTORY: Adopted by the Town Board of the Town of Algoma as indicated in article histories. Amendments noted where applicable.]**

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ARTICLE I
**Residency Restrictions**
**[Adopted 11-15-2006 by Ord. No. 123A ]**

## § 274-1. Findings; intent.

A. Repeat sexual offenders, sexual offenders who use physical violence, and sexual offenders who prey on children are sexual predators who present an extreme threat to the public safety. Sexual offenders are extremely likely to use physical violence and to repeat their offenses, and most sexual offenders commit many offenses, have many more victims than are ever reported, and are prosecuted for only a fraction of their crimes. This makes the cost of sexual offender victimization to society at large, while incalculable, clearly exorbitant.

B. It is the intent of this article to serve the Town's compelling interest to promote, protect and improve the health, safety, and welfare of the citizens of the Town by creating areas around locations where children regularly congregate in concentrated numbers wherein certain sexual offenders and sexual predators are prohibited from establishing temporary or permanent residence.

## § 274-2. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

CHILD — A person under the age of 16 for purposes of this article.

DESIGNATED OFFENDER — Any person who is required to register under § 301.45, Wis. Stats., for any sexual offense against a child.

MINOR — A person under the age of 17.

PERMANENT RESIDENCE — A place where the person abides, lodges, or resides for 14 or more consecutive days.

TEMPORARY RESIDENCE — A place where the person abides, lodges, or resides for a period of 14 or more days in the aggregate during any calendar year and which is not the person's permanent address, or a place where the person routinely abides, lodges, or resides for a period of four or more consecutive or nonconsecutive days in any month and which is not the person's permanent residence.

## § 274-3. Prohibited location; prohibited conduct; exceptions.

A. Prohibited location of residence. It is unlawful for any designated offender to establish a permanent residence or temporary residence within 2,000 feet of any school, licensed day-care center, park, trail, playground, place of worship, or any other place designated by the Town as a place where children are known to congregate.

B. Prohibited activity. It is unlawful for any designated offender to participate in a holiday event involving children under 18 years of age, such as distributing candy or other items to children on Halloween, wearing a Santa Claus costume on or preceding Christmas or wearing an Easter Bunny costume on or preceding Easter. Holiday events in which the offender is the parent or guardian of the children involved, and no nonfamilial children are present, are exempt from this subsection.

C. Measurement of distance.

(1) For purposes of determining the minimum distance separation, the requirement shall be

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measured by following a straight line from the outer property line of the permanent residence or temporary residence to nearest outer property line of a school, licensed day-care center, park, trail, playground, place of worship, or any other place designated by the Town where children are known to congregate.

(2) The Town Clerk shall maintain an official map showing prohibited locations as defined by this article.[1] The Clerk shall update the map at least annually to reflect any changes in the location of prohibited zones. These shall be designated on the map as child safety zones.[2]

D. Exceptions. A designated offender residing within a prohibited area as described in Subsection A does not commit a violation of this section if any of the following apply:

(1) The person established the permanent residence or temporary residence and reported and registered the residence pursuant to § 301.45, Wis. Stats., before the effective date of this article.

(2) The person is a minor and is not required to register under § 301.45 or 301.46, Wis. Stats.

(3) The school, licensed day-care center, park, trail, playground, place of worship, or any other place designated by the Town as a place where children are known to congregate within 2,000 feet of the person's permanent residence was opened after the person established the permanent residence or temporary residence and reported and registered the residence pursuant to § 301.45, Wis. Stats.

(4) The residence is also the primary residence of the person's parents, grandparents, siblings, spouse, or children, provided that such parent, grandparent, sibling, spouse or child established the residence at least two years before the designated offender established residence at the location.

(5) The residence is a property owned or leased by the Wisconsin Department of Corrections.

## § 274-4. Renting property to designated offender.

A. It is unlawful to let or rent any place, structure, or part thereof, trailer or other conveyance, with the knowledge that it will be used as a permanent residence or temporary residence by any person prohibited from establishing such permanent residence or temporary residence pursuant to this article, if such place, structure, or part thereof, trailer or other conveyance is located within a prohibited location zone described in § 274-3A.

B. A property owner's failure to comply with the provisions of this section shall constitute a violation of this section and shall subject the property owner to the code enforcement provisions and procedures as provided in this article.

## § 274-5. Selling property to designated offender.

A. It is unlawful for any owner, real estate broker or real estate sales person to participate in the sale of any place, structure, or part thereof, trailer or other conveyance, with the knowledge that it will be used as a temporary or permanent residence by a person prohibited from establishing such permanent or temporary residence pursuant to this article, if such place, structure, part thereof, trailer or conveyance is located within a prohibited location zone described in § 274-3A.

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1. **Editor's Note: The map is included as an attachment to this chapter.**
2. **Editor's Note: Original Subsection D, Penalties, which immediately followed this subsection, was moved to its own section. See now § 274-6, Violations and penalties.**

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B. Failure to comply with the provisions of this section shall constitute a violation of this section and shall subject the person violating this section to the code enforcement provisions and procedures as provided in this article.

### § 274-6. Violations and penalties.

Penalties. A person who violates this article shall be punished by a forfeiture not exceeding $500. Each day a person maintains a residence in violation of this article constitutes a separate violation. The Town may also seek equitable relief.

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TOWN OF ALGOMA
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# AGENDA MEMORANDUM

**To:** Honorable Town Chairperson and Town Supervisors

**From:** Maggie Mahoney, Administrator

**Date:** July 17, 2024

**RE:** Rezoning of parcels 002-0022, 002-0020, 0020025, 002-0027, and 002-0027-01 west of Leonard Point Road from A-2 General Agriculture District to R-2 Suburban Residential District by petitioner Springhetti Real Estate LLC.

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**GENERAL INFORMATION:**

Petitioner: Springhetti Real Estate LLC
2987 Buttercup Rd
Neenah, WI 54956

Owner: P & Q Oshkosh LLC, P & Q Holdings
817 Main St
PO Box 125
Brownsville, WI 53006

Please note this rezoning is contingent upon conveyance of ownership from the current land owner, P&Q Oshkosh LLC, P&Q Holdings, to the petitioner, Springhetti Reals Estate LLC.

**Past Planning Discussion(s):** None

**Action Requested:** Petitioner is requesting approval of a change in zoning designation from A2 General Agriculture District to R-2 Suburban Residential District for parcels 002-0022, 002-0020, 002-0025, 002-0027, and 002-0027-01 (west of Leonard Point Road).

**Applicable Provisions:**
Town of Algoma Comprehensive Plan
Chapter 23: Town/County Zoning of the Winnebago County Municipal Code

**Property Location and Type:**
The subject properties total 68.0 acres in an area located directly west of Leonard Point Road (see enclosed parcel map) that was a stone quarry, which is a permitted is consistent with the current land-use and zoning designations. The petitioner would like to build a residential subdivision on these parcels and has provided a concept exhibit for reference. ***Please note, the concept plan shows single family homes and is included for general reference--the details of the development are not the topic of discussion or being considered on this item***. The Town of Algoma Comprehensive Plan recommends mixed single family/duplexes and commercial.

**Subject Site:**

| *Existing Land Use* | *Zoning* |
|---|---|
| Quarry (industrial use in general agriculture) | A-2 General Agricultural Zoning District |

**Adjacent Land Use and Zoning:**

| *Existing Land Uses* | | *Zoning* |
|---|---|---|
| **North** | Residential | R-1 Rural Residential Zoning District |
| **South** | Residential | R-1 Rural Residential Zoning District |
| | Residential | R-2 Suburban Residential Zoning District |
| **East** | Residential | R-1 Rural Residential Zoning District |
| | Residential | R-2 Suburban Residential Zoning District |
| | Residential | R-3 Two-Family Residential Zoning District |
| | Agricultural | A-2 General Agricultural Zoning District |
| **West** | Residential | R-1 Rural Residential Zoning District |

**Comprehensive Plan:**

| *Land Use Recommendation* | *Use Category* |
|---|---|
| Current Land Use | A-2 General Agricultural Zoning District |
| Future Land Use | Mixed Single Family/Duplexes and Commercial |

**Definitions:**

***A-2 General Agriculture District*** - This district is intended to accommodate both large and small-scale farms and hobby farms. Although scattered residential lots are allowed, agriculture is the predominant land use. This district should be located in those areas suitable for agriculture, but not for large-scale agricultural operations, and adjacent to urbanizing areas.

***R-1 Rural Residential District*** - This district is intended to accommodate single-family residences on scattered lots to foster and maintain the rural character and lifestyle of the surrounding area. Lots are generally served by on-site wastewater treatment systems.

***R-2 Suburban Residential Zoning District*** - This district is intended to accommodate low- and medium-density residential lots in a duly recorded and legally maintained subdivision. This district provides a “suburban" arrangement of amenities, services, and facilities. Lots are connected to a public sanitary sewer system or have an on-site sewage disposal system.

***R-3 Two-Family Residential Zoning District*** - This district is intended to accommodate two-family dwellings, twin homes, and single-family dwellings. This district provides a “suburban" arrangement of amenities, services, and facilities. Since the two-family dwelling produces a divergent occupancy pattern from that of the traditional single-family dwelling, this district is generally adjacent to, but not within, a single-family neighborhood. Lots are connected to a public sanitary sewer system or have an on-site sewage disposal system.

**ANALYSIS:**

The proposed zoning change, as stated above, would apply to the five existing parcels that are part of the stone quarry to the west of Leonard Point Road. Those parcels are currently zoned A-2 General Agricultural District, and the request is to change the zoning to R-2 Suburban Residential District.

The R-2 Suburban Residential District does not support multi-family or any development greater than two units per lot *(per Exhibit 8-1: Land use matrix located in Chapter 23 of the Winnebago County General Code shown below*). The Town Comprehensive Plan future land use identifies these lots for mixed single family/duplexes and commercial; therefore, the R-2 Suburban Residential District is consistent with this plan.

The proposed rezone request does align with the Town's comprehensive plan and future land use map.

**Exhibit 8-1 Land use matrix**

| 1 Agriculture | Review | Special Standards | Base Zoning District | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | A-1 | A-2 | R-1 | R-2 | R-3 | R-4 | R-8 | B-1 | B-2 | B-3 | M-1 | I-1 | I-2 |
| **3 Residential** | | | | | | | | | | | | | | | |
| 3.01 Mixed-use housing | ZP,SP | 23.8-251 | - | - | - | - | - | - | - | - | C | P | P | - | - |
| 3.02 Manufactured/mobile home community | ZP,SP,PO | 23.8-252 | - | - | - | - | - | - | P | - | - | - | - | - | - |
| 3.03 Multifamily building, 2 units | ZP | 23.8-253 | - | - | - | - | P | P | - | - | - | - | P | - | - |
| 3.04 Multifamily building, 3–4 units | ZP | 23.8-254 | - | - | - | - | - | P | - | - | - | C | P | - | - |
| 3.04 Multifamily building, 5–8 units | ZP | 23.8-254 | - | - | - | - | - | P | - | - | - | C | C | - | - |
| 3.04 Multifamily building, 9 or more units | ZP | 23.8-254 | - | - | - | - | - | C | - | - | - | - | C | - | - |
| 3.05 Nonfarm residence | ZP | 23.8-255 | C | - | - | - | - | - | - | - | - | - | - | - | - |
| 3.06 Single-family dwelling [1] | ZP | 23.8-256 | - | P | P | P | P | - | - | - | - | - | - | - | - |
| 3.07 Townhouse, 3–4 units | ZP,SP | 23.8-257 | - | - | - | - | - | P | - | - | - | C | P | - | - |
| 3.07 Townhouse, 5–8 units | ZP,SP | 23.8-257 | - | - | - | - | - | P | - | - | - | C | C | - | - |
| 3.07 Townhouse, 9 or more units | ZP,SP | 23.8-257 | - | - | - | - | - | C | - | - | - | - | C | - | - |
| 3.08 Twin home | ZP | 23.8-258 | - | - | - | - | P | P | - | - | - | - | P | - | - |

**PLAN COMMISISON RECOMMENDATION:**

The Planning Commission considered this item at their July 10, 2024 meeting.

At the meeting there was a concern from Commissioner Thompson and a resident that Winnebago County did not properly provide notice with a sign at the property. Staff clarified that the neighbors were noticed of the Winnebago County's Planning and Zoning Committee Public Hearing on July 30, but not for the Town Planning Commission meeting as it is not a public hearing/required. Staff did not know if a sign had been posted by the county.

Following the meeting, staff confirmed the notice sign is located on the property near the Veanna Blvd and Leonard Point Rd intersection. Staff has also confirmed that proper notice has been provided per Wis Stat §62.23.

The Planning Commission passed the motion 5-1 to recommend approval for the proposed rezoning to the Town Board.

**RECOMMENDED ACTION:**

The proposed rezoning aligns with the Town's Comprehensive Land Use Plan and future land use map.

The Planning Commission recommends approval for the proposed rezoning. Should the Town Board agree the following motion may be made:

*"Motion to approve proposed rezoning of parcels 002-0022, 002-0020, 002-0025, 002-0027, and 002-0027-01 west of Leonard Point Road from A-2 General Agriculture District to R-2 Suburban Residential District."*

**ATTACHMENTS:**

1. Town Application
2. Subdivision Concept Map dated 5/8/24
3. Town Comprehensive Plan Map 8-3 Future Land Use
4. County 7/30/24 Public Hearing packet

DocuSign Envelope ID: F2206DA7-4F64-40E0-B42E-643C972ECFB7

# CHECKLIST - TOWN OF ALGOMA, WI

New Development (non-residential)

## Site Plan Review/Plan Commission Application

**Purpose:** The intent of this document is to provide a user-friendly guide toward new development standards and practices in the Town of Algoma. The Town of Algoma administers land use standards and relies on Chapter 23 Town and County Zoning standards through Winnebago County.

**Contacts:**

**Town of Algoma**
(920) 235-3789
15 N. Oakwood Road
Oshkosh, WI 54904
www.townofalgoma.org

**Winnebago County Planning/Zoning**
(920) 232-3344
112 Otter Avenue
Oshkosh, WI 54901
www.co.winnebago.wi.us

**Work in the right-of-way: Vacant (920) 235-3789**
**Building Inspections: Dave Frank - (920) 233-1999**

**Regulations:**

**Town of Algoma Municipal Code: Chapter 225 Land Use**
http://townofalgoma.org/resident-info/town-ordinances/
**Winnebago County Chapter 23 Town/County Zoning Codes**
https://www.co.winnebago.wi.us/GeneralCode

## Fee Structure

| Review Type | Fee |
|---|---|
| Certified Survey Map (CSM) Review | 200.00 |
| Preliminary Plat Review | TBD* |
| Final Plat Review | 500.00 |
| Condominium Review | 350.00 |
| Replat and Assessor's Plat Review | TBD* |
| Conditional Use Permit Review | 350.00 |
| Rezone Review | 350.00 |
| Comprehensive Plan Amendment | 800.00 |
| Planned Development District Review | 1,000.00** |
| Site Plan Review | 2,000.00** |

* Fee will be part of the Developer's Agreement. Total fee charged will be based on actual cost of services rendered by the town and town agents required to review the application and plat.

** Minimum fee due at time of application submittal. Additional fee charges may occur based on the actual cost of services rendered by the town and town agents required to review the application.

## Site Plan Requirements

**General Requirements:** A site plan shall be submitted prior to an application for a building permit. For conditional uses under the Winnebago County Zoning Ordinance, a site plan shall be submitted and reviewed by the Town Planning Commission and Town Board prior to the hearing before the County Planning and Zoning Committee. Any Town of Algoma conditions regarding the conditional use permit would become part of the County's conditional use permit (in non-shoreland areas).

**Required Information, A site plan will contain the following:**

- ☐ Location Map, which must be legible to indemnify the location within the town
- ☐ Names of adjacent or surrounding streets
- ☐ A survey of the property, drawn to scale of sufficient size to show boundaries (lot lines) of the parcel, include dimensions
- ☐ Location and dimensions of structures and yards
- ☐ The location and dimensions of all parking/loading areas/ driveways/intersections
- ☐ Internal traffic patterns, lighting patterns, landscaping patterns, internal signage
- ☐ Location of public and private easements
- ☐ Location of public and private utilities
- ☐ Other relevant information to show compliance with Town of Algoma Municipal Code and Winnebago County Zoning Ordinance

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Town of Algoma
15 N. Oakwood Road
Oshkosh, WI 54904
(920) 235-3789

Visit us at www.townofalgoma.org
M-Th 9:00-5:00 F 9:00-1:00

# Site Plan Review/Plan Commission General Application

## APPLICANT INFORMATION

Petitioner: Springhetti Real Estate LLC Date: 06/12/24

Petitioner's Address: 2987 Buttercup Rd City: Neenah State: WI Zip: 54956

Telephone #: (920 ) 427-6099 Fax: ( ) _____ Other Contact # or Email: dan@springhettigroup.com

Status of Petitioner (Please Check): ☐ Owner ☐ Representative ☐ Tenant ☒ Prospective Buyer

Petitioner's Signature (required): DocuSigned by: C90233BA0F64427... Date: 6/14/2024

## OWNER INFORMATION

Owner(s): P&Q Oshkosh LLC, P&Q Holdings Date: 06/12/24

Owner(s) Information: 817 Main St - PO Box 125 City: Brownsville State: WI Zip: 53006

Telephone #: ( 920 ) 740-5215 Fax: ( ) _____ Other Contact # or Email: bbingen@michels.us

Ownership Status (Please Check): ☐ Individual ☐ Trust ☒ Partnership ☐ Corporation

**Property Owner Consent (required)**

By signature hereon, I/We acknowledge that Town officials and/or employees may, in the performance of their functions, enter upon the property to inspect or garner other information necessary to process this application. I also understand that all meeting dates are tentative and may be postponed by the Town of Algoma for incomplete submissions or other administrative reasons.

Property Owner's Signature: see additional pages Date: _____

## SITE INFORMATION

Address/Location of Proposed Project: West of Leonard Point Rd

Current Use of Property: Michels stone quarry Zoning: A2

Land Uses Surrounding Your Site:

North: R1

South: R2 & R1

East: R1, R2, A2 & R3

West: R1

Projected Timeline: Fall 2024 - 1st Phase

Project Description: Residential Homes

**Note: The Town of Algoma or a duly appointed official maintain the right to cancel this agreement if the applicant has been deemed in violation of this agreement or Town of Algoma Municipal Code. No refund will be provided.**

DocuSign Envelope ID: F2206DA7-4F64-40E0-B42E-643C972ECFB7

Town of Algoma
15 N. Oakwood Road
Oshkosh, WI 54904
(920) 235-3789

Visit us at www.townofalgoma.org
M-Th 9:00-5:00 F 9:00-1:00

# Site Plan Review/Plan Commission General Application Continued

## SITE INFORMATION CONTINUED

Development Characteristics

Gross Acreage/ Square Feet: 68 acres

Development Area and Percentage: _____

# of Employees/#of Residential Units: Approx 57

# of Proposed Parking Space: _____

Traffic Count Projections (attach documentation): _____

Percent Impervious (attach documentation): _____

Description of Required Landscaping (attach landscape plan): _____

Additional Information: Currently requesting zoning change from Agricultural to Residential. Any change in the zoning of the of the property shall not take place until conveyance of the property from owner to Springhetti Real Estate LLC.

## OFFICE USE ONLY

Received By: _____ Date: _____ Fee: _____ Paid: Yes No

**Note: The Town of Algoma or a duly appointed official maintain the right to cancel this agreement if the applicant has been deemed in violation of this agreement or Town of Algoma Municipal Code. No refund will be provided.**

DocuSign Envelope ID: F2206DA7-4F64-40E0-B42E-643C972ECFB7

Property Owners Signature:

P&Q Oshkosh LLC

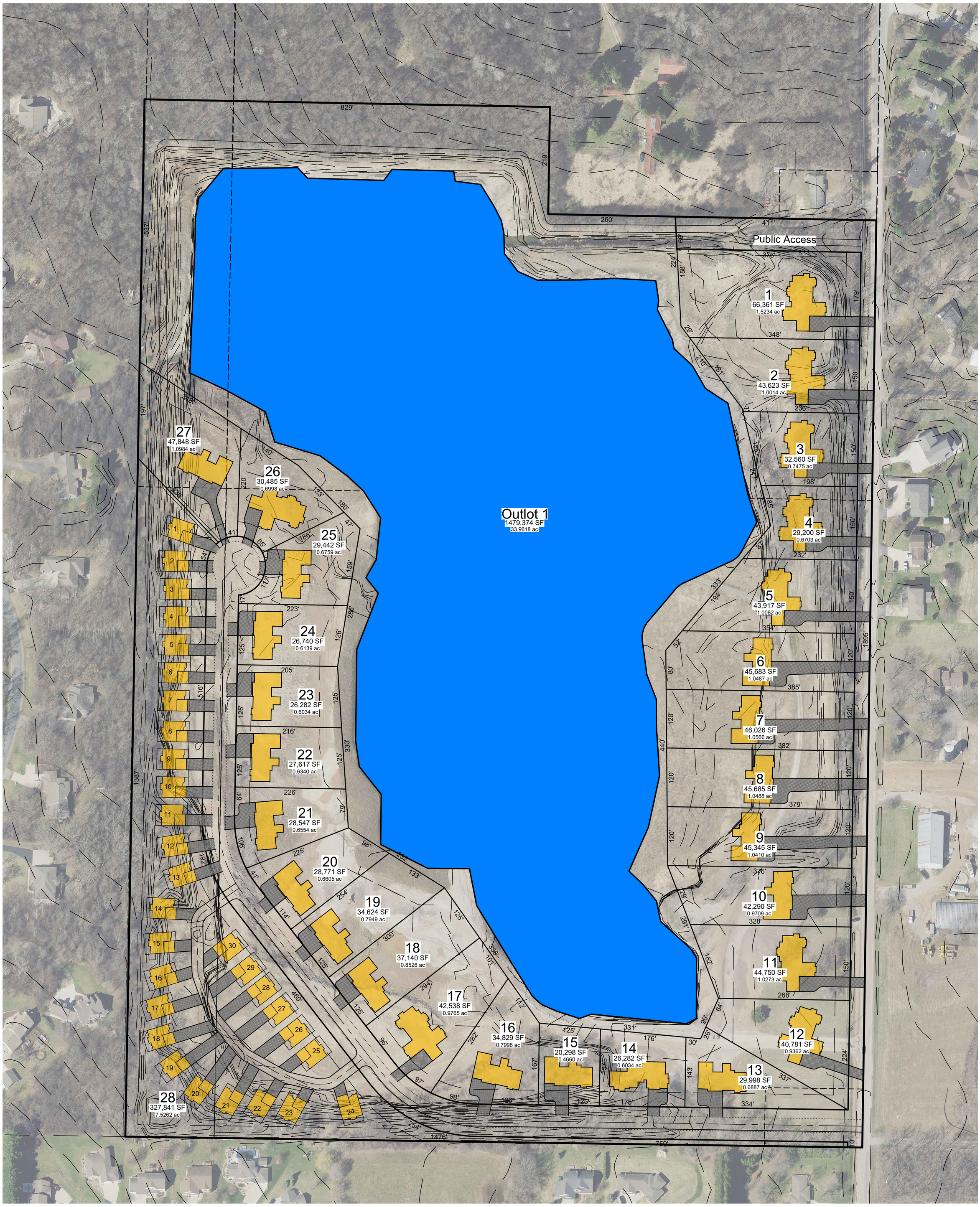
| | | | |
|---|---|---|---|
| By: P&Q Management LLC, Manager | DocuSigned by: W. Dirk Hausmann 84EB685248EF495... | 6/17/2024 | Authorized Agent |
| | Signature | Date | Title |

P&Q Holdings LLC

| | | | |
|---|---|---|---|
| By: P&Q Holdings Inc. | DocuSigned by: Susan P. Kaiser C70493368B264A7... | 6/17/2024 | Secretary |
| | Signature | Date | Title |

# Leonard Point Road Concept

## Town of Algoma, Winnebago County, WI
## For: Springhetti Custom Homes




May 08, 2024 – 11:32 AM J:\Prspcts\Springhetti Custom Homes\Leonard Point Rd\dwg\Civil 3D\C-3.dwg Printed by: kristy

Page 3
Last Saved by: kristy
Author: JRS
Filename: C-3.dwg
Date: 05/8/2024

Leonard Point Road Concept
Town of Algoma, Winnebago County, WI
For: Springhetti Custom Homes

Concept


DAVEL ENGINEERING & ENVIRONMENTAL, INC.
Civil Engineers and Land Surveyors
1164 Province Terrace, Menasha, WI 54952
Ph: 920-991-1866 Fax: 920-441-0804
www.davel.pro

# Map 8-3
# Town of Algoma Future Land Use

## City of Oshkosh Growth Areas

3/1/2023

3/1/2043

## Future Land Use

- Low Density Residential
- Mixed - Single Family/ Duplexes & Commercial
- Mixed - Duplexes & Commercial/Retail
- Commercial
- Agricultural
- Detention Pond
- Wetland
- Floodplain
- Both
- Recreation
- Municipal
- Resource Protection Area

## Existing Land Use

- Single Family Residential
- Farmsteads
- Multi-Family
- Commercial
- Industrial
- Quarries
- Institutional Facilities
- Transportation
- Utilities/Communications
- Non-Irrigated Cropland
- Irrigated Cropland
- Recreational Facilities
- Planted Woodlands
- General Woodlands
- Open Other Land
- Water

N W E S

0 1,000 2,000

Feet

Source: Base data provided by Winnebago County 2020. This data was created for use by the East Central Wisconsin Regional Planning Commission Geographic Information System. Any other use/application of this information is the responsibility of the user and such use/application is at their own risk. East Central Wisconsin Regional Planning Commission disclaims all liability regarding fitness of the information for any use other than for East Central Wisconsin Regional Planning Commission business.

PREPARED JANUARY 2021 BY:

East Central Wisconsin Regional Planning Commission
ECWRPC

Clairville Road Extension

City of Oshkosh Growth Area March 1, 2043

City of Oshkosh Growth Area March 1, 2023

Lake Butte Des Morts

Unnamed

O:\2428_Town_of_Algoma_Comp_Plan\ArcPro\Algoma_Future_Land_Use-Draft\Algoma_Future_Land_Use-Draft2.aprx

# Winnebago County Planning and Zoning Department

NOTICE OF PUBLIC HEARING
PLANNING AND ZONING COMMITTEE
July 30, 2024

TO WHOM IT MAY CONCERN:

The applicant(s) listed below has requested a Zoning Map Amendment which is regulated by the Town/County Zoning Code, Chapter 23. You are receiving this notice because this application or petition for action: 1. affects area in the immediate vicinity of property which you own; 2. requires your agency to be notified; 3. requires your Town to be notified; or 4. requires you, as the applicant, to be notified.

The Winnebago County Planning and Zoning Committee will be holding a public hearing on July 30, 2024 at 6:30 PM in Conference Room 120 of the David Albrecht Administration Building located at 112 Otter Ave, Oshkosh, WI.

All interested persons wishing to be heard at the public hearing may appear in person or via Microsoft Teams using the meeting information below. A direct link to the Microsoft Teams Meeting is available on the Winnebago County Meetings and Agenda calendar on the above indicated date.

***Microsoft Teams Meeting Information Link:*** https://www.co.winnebago.wi.us/planning-and-zoning/p-z-meeting-links

Additional Instructions can be found at: https://www.co.winnebago.wi.us/planning-and-zoning
For further detailed information concerning this notice, contact the Town Clerk or the Winnebago County Zoning office, where the application is available for viewing.

## INFORMATION ON ZONING MAP AMENDMENT REQUEST

**Application No.:** 2024-ZC-6700

**Applicant:** P&Q OSHKOSH

**Agent:** DAVEL, JOHN DAVEL ENGINEERING & ENVIRONMENTAL

**Location of Premises:** WEST OF LEONARD POINT RD

**Tax Parcel No.:** 002-0022, 002-0020, 002-0025, 002-0027, 002--0027-01

**Legal Description:** Being part of the NE 1/4 of the SE 1/4, part of the NW 1/4 of the SE 1/4, part of the SW 1/4 of the SE 1/4, and all of the SE 1/4 of the SE 1/4, all in Section 7, Township 18 North, Range 16 East, Town of Algoma, Winnebago County, Wisconsin.

**Explanation:** Applicant is requesting a zoning map amendment from A-2 (General Agriculture District) to R-2 (Suburban Residential District) for multiple parcels.

INITIAL STAFF REPORT

**Sanitation:** Existing; Municipal

**Overlays:** Shoreland, SWDD, microwave

**Current Zoning:** A-2 General Agriculture

**Proposed Zoning:** R-2 Suburban Low Density Residential

**Surrounding Zoning: North:** R-1; **South:** R-2;R-1; **East:** R-2;R-1;A-2; **West:** R-2;

**THE FOLLOWING INFORMATION HAS BEEN PROVIDED BY THE OWNER/APPLICANT**

**Describe present use(s):** Michels stone quarry

**Describe proposed use(s):** Residential Homes

**Describe the essential services for present and future use(s):** Some sanitary sewer and water main exists along Leonard Point Road, which can serve the property. Additional extensions are required to serve all the property.

**Describe why the proposed use would be the highest and best use for the property:** The lake formed by the final restoration of the quarry will provide a unique setting for high quality housing.

**Describe the proposed use(s) compatibility with surrounding land use(s):** All surrounding land uses are residential.

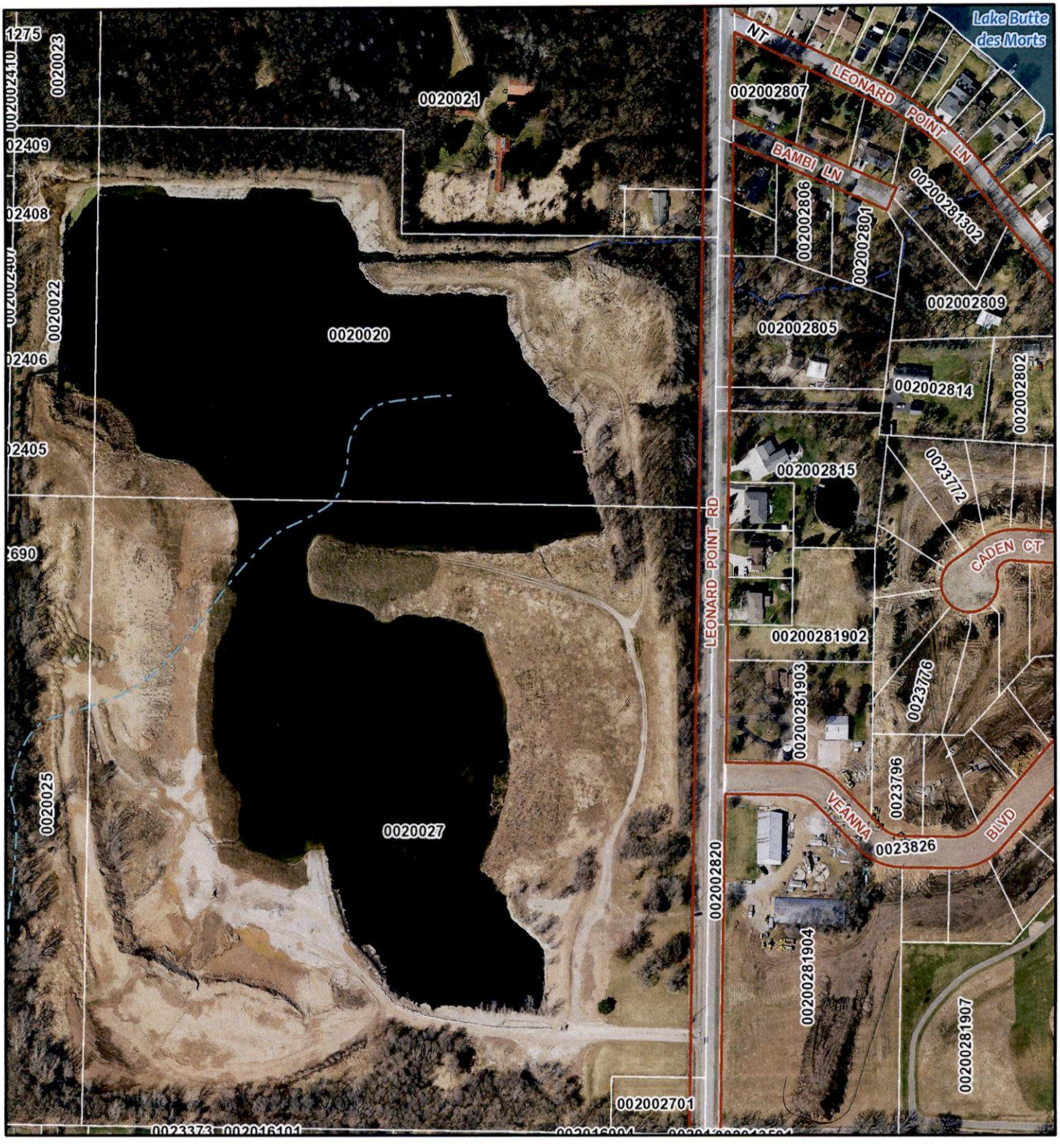
**SECTION REFERENCE AND BASIS OF DECISION**

**23.7-5 Basis of Decision**

Zoning map amendment initiated by a property owner. If a proposed zoning map amendment is initiated by a property owner and would change the zoning classification of a parcel not classified as A-1, the Planning and Zoning Committee in making its recommendation and the Board of County Supervisors in making its decision shall consider the following factors:

(1) whether the amendment is consistent with the county's comprehensive plan, including any future land use maps or similar maps;
(2) the extent to which the lot and structures on the subject property conform to the dimensional standards that apply to the proposed zoning district; and
(3) any other factor not specifically or generally listed, but deemed appropriate by the committee or board given the particular circumstances.

# Zoning Exhibit




3/27/2024, 3:20:33 PM

1:3,569

0 0.03 0.06 0.12 mi

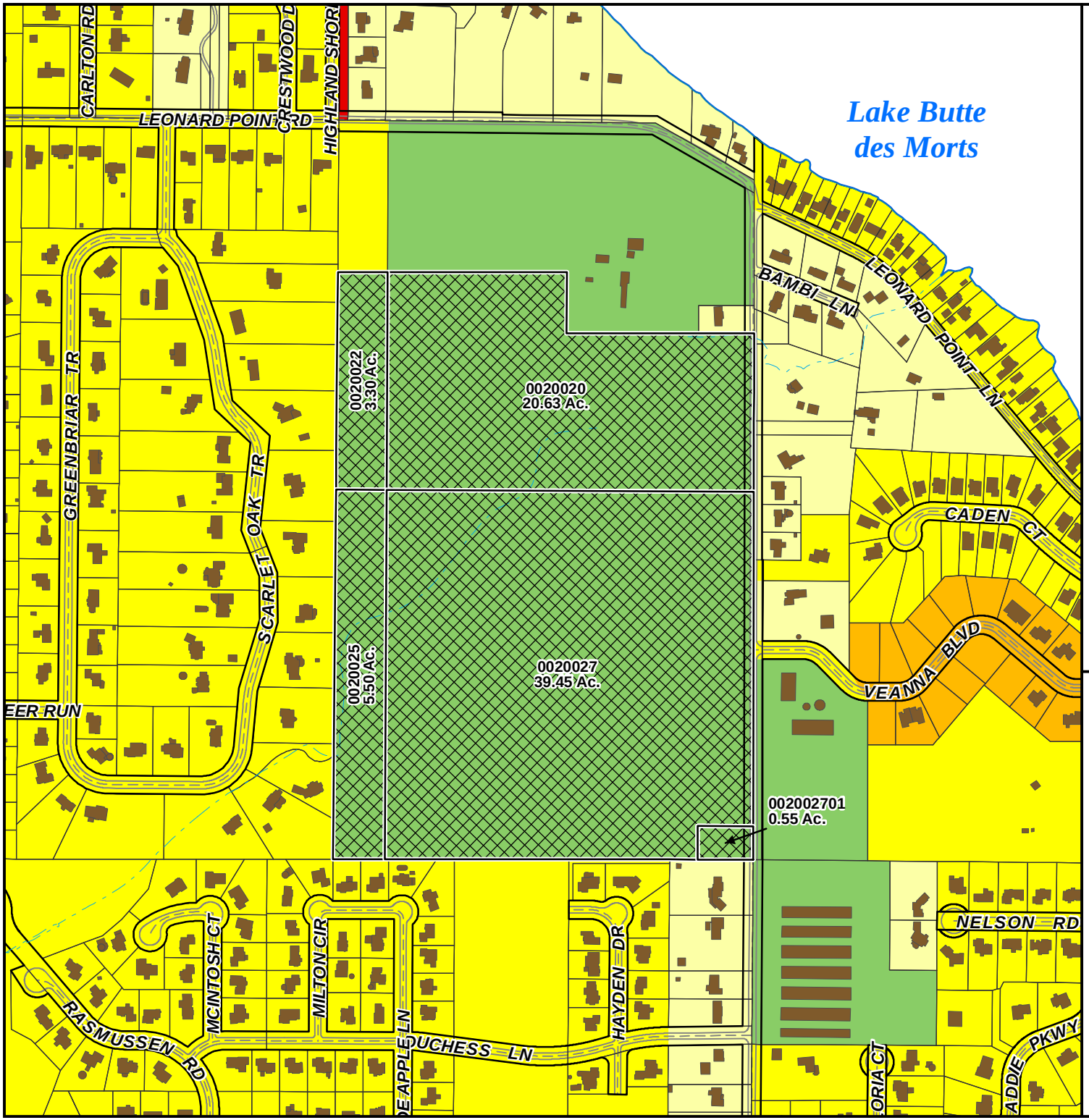
0 0.05 0.1 0.19 km

- Adjacent Counties
- Lakes, Ponds and Rivers

Navigable Waterways

- Navigable - Permanent (unchecked)
- Navigable - Intermittent (unchecked)
- Navigable - Stream (unchecked)
- Navigable - Permanent (checked)
- Navigable - Intermittent (checked)
- Navigable - Stream (checked)
- Tax Parcel Boundary
- Road ROW
- Municipal Boundary

Winnebago County GIS, Imagery Date: April 2020




## Application #24-ZC-6700

Date of Hearing:

July 30, 2024

Owner(s):

P&Q OSHKOSH LLC /
P & Q HOLDINGS

Subject Parcel(s):

0020020 / 0020022 /
0020025 / 0020027 /
002002701

N
W E
S

*Winnebago County*
*WINGS Project*

**Scale**

1 inch : 500 feet

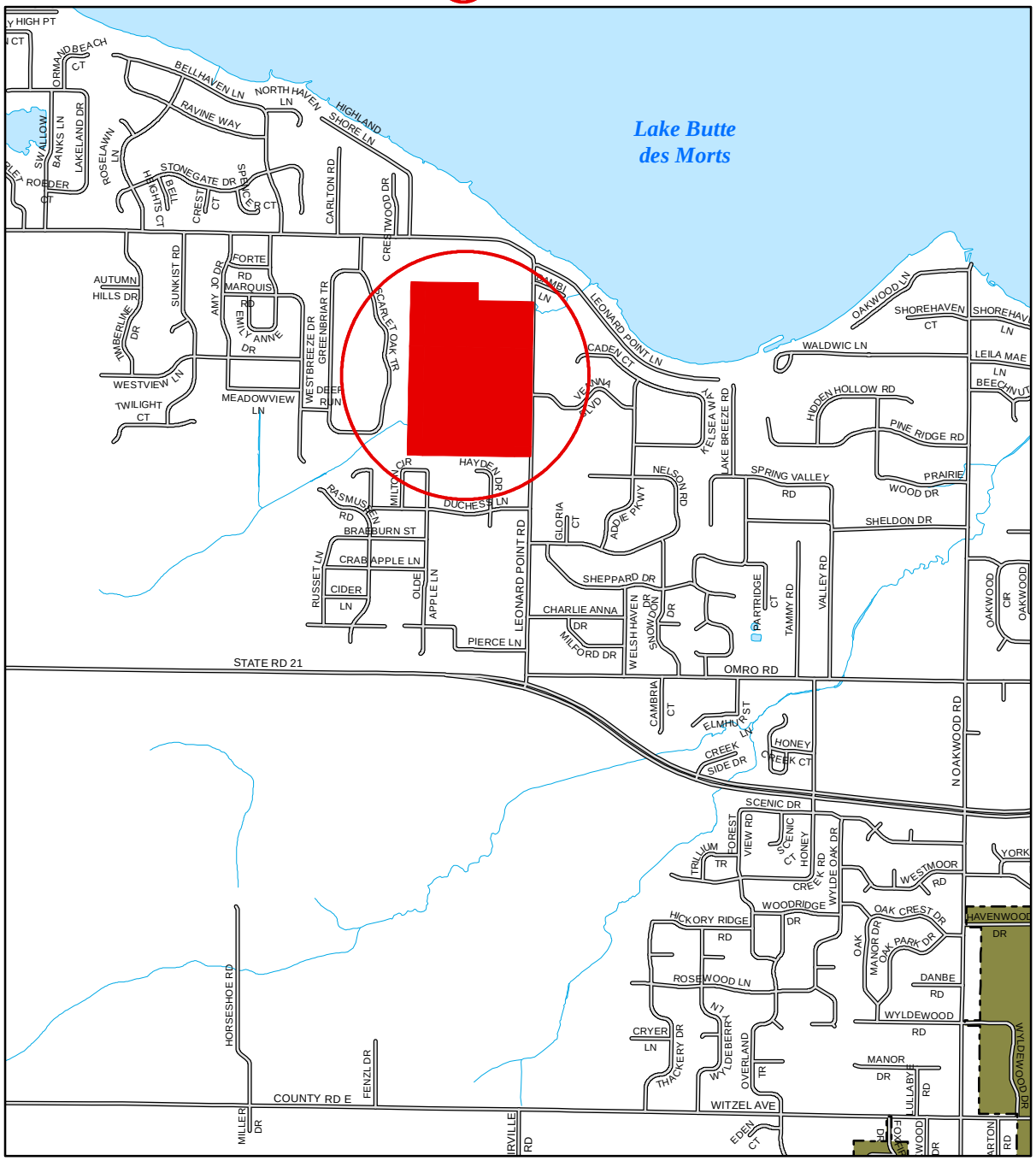
## County Zoning Districts

| | | |
|---|---|---|
| R-1 | PDD | B-1 |
| R-2 | A-1 | B-2 |
| R-3 | A-2 | B-3 |
| R-4 | I-1 | M-1 |
| R-8 | I-2 | Town Zoning |

*City of Oshkosh Extraterritorial Zoning Jurisdiction*

*Incorporated Area*

= SITE




1 inch : 2,000 feet

## Application #24-ZC-6700

Date of Hearing:

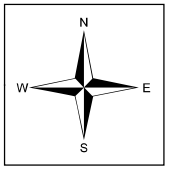
July 30, 2024

Owner(s):

P&Q OSHKOSH LLC / P & Q HOLDINGS

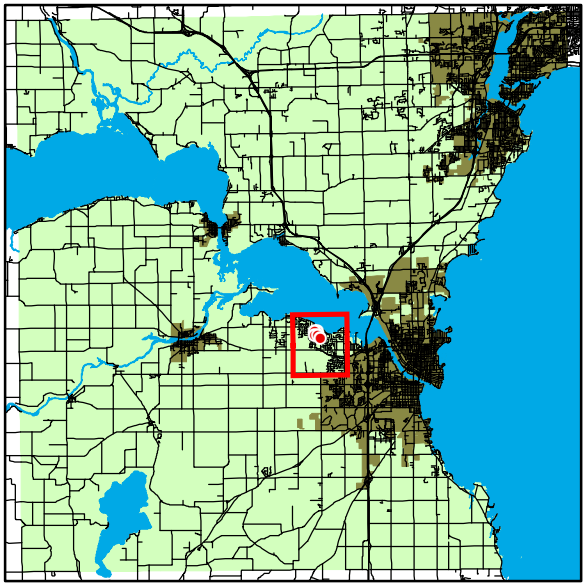
Subject Parcel(s):

0020020 / 0020022 / 0020025 / 0020027 / 002002701




*Winnebago County*
*WINGS Project*

= SITE



**WINNEBAGO COUNTY**

TOWN OF ALGOMA
A community connected

# AGENDA MEMORANDUM

**To:** Honorable Town Chairperson and Town Supervisors

**From:** Maggie Mahoney, Administrator

**Date:** July 17, 2024

**RE:** Reduction to the Lakevista Estates Subdivision Letter of Credit

---

**SUMMARY:**
Town Attorney Emily Dunham recommends reduction the letter of credit for Lake Vista Estates Subdivision from $400,000 to $300,000. *See attached email recommendation and opinion of probable cost for outstanding items*.

This reduction is allowed under Town Code 225-60(c)(2) which states: "As the required improvements are installed and accepted, the Town Board may authorize reductions of the financial guarantee in the amount deemed appropriate."

**RECOMMENDED ACTION:** Approve the reduction to the letter of credit as presented. Should the Town Board agree the following motion may be made:

*"Motion to reduce to the Lakevista Estates Subdivision Letter of Credit from $400,000 to $300,000."*

**ATTACHMENTS:**

1. Dunham recommendation email Lakevista line of credit reduction
2. Lakevista OPC of Outstanding items 3.22.4

**From:** Emily Dunham
**To:** Maggie Mahoney
**Subject:** Lake Vista Reduction in Letter of Credit for July Board meeting
**Date:** Wednesday, July 3, 2024 11:00:46 AM
**Attachments:** Lakvista OPC_Outstanding Items_2024-03-22.pdf

---

Hi Maggie—

For the July agenda: I am recommending that the Town reduce the Lake Vista Line of Credit to $300,000.00. This is based on McMahon's estimate attached of work to be completed as well as allowable retainage up to 10% of the original letter of credit amount.

This should be more than enough security for the Town. I think the Town will need to fully release this over the coming year. Arguably, given the estimate by McMahon they have reached substantial completion (90%) on this, and the Town can only hold the LOC until 14 months after substantial completion.

Emily
Attorney Emily Z. Dunham
Dunham Law, LLC
1930 Algoma Blvd. Ste. A
Oshkosh WI 54901
920-215-4050
Dunhamlawllc.com

McMAHON ENGINEERS ARCHITECTS

# OPINION OF PROBABLE COST

| | |
|---|---|
| **Owner:** | Town of Algoma |
| **Project Name:** | Lakevista Estates |
| **McM No.** | A0018-09-22-00615 |
| **Date:** | March 22, 2024 |

## LAKEVISTA ESTATES - OUTSTANDING ISSUES

### Veanna Blvd & Addie Pkwy

| Item | Qty | Unit | Description | Unit Price | Total |
|---|---|---|---|---|---|
| 1 | 1 | LS | Remove Rip-Rap | $1,000.00 | $1,000.00 |
| 2 | 74 | CY | Import Fill to Replace Rip-Rap | $30.00 | $2,220.00 |
| 3 | 1 | LS | Rotate Flat Top/Casting on Storm Inlet MH (NW corner of intersection) | $1,500.00 | $1,500.00 |
| 4 | 180 | SY | Turf Grass Restoration (Topsoil, Seed, Fertilizer & Erosion Mat) | $15.00 | $2,700.00 |
| | | | **TOTAL CONSTRUCTION (Items 1 to 4, Inclusive)** | | **$7,420.00** |
| | | | **CONTINGENCY (10%)** | | **$742.00** |
| | | | **SUBTOTAL** | | **$8,162.00** |

### Trail & Culvert Removal (Veanna Blvd)

| Item | Qty | Unit | Description | Unit Price | Total |
|---|---|---|---|---|---|
| 1 | 20 | LF | Sawcut Asphalt | $3.00 | $60.00 |
| 2 | 1 | LS | Remove Existing Asphalt (Over removed culverts & south of Vienna) | $1,500.00 | $1,500.00 |
| 3 | 1 | LS | Remove Existing Culverts | $500.00 | $500.00 |
| 4 | 25 | LF | 15-Inch CMP | $50.00 | $1,250.00 |
| 5 | 2 | EA | 15-Inch CMP Flared End Section | $350.00 | $700.00 |
| 6 | 30 | SY | HMA Trail Restoration, 3-Inch | $80.00 | $2,400.00 |
| 7 | 295 | SY | Turf Grass Restoration (Topsoil, Seed, Fertilizer & Erosion Mat) | $12.00 | $3,540.00 |
| | | | **TOTAL CONSTRUCTION (Items 1 to 7, Inclusive)** | | **$9,950.00** |
| | | | **CONTINGENCY (10%)** | | **$995.00** |
| | | | **SUBTOTAL** | | **$10,945.00** |

### Ponds

| Item | Qty | Unit | Description | Unit Price | Total |
|---|---|---|---|---|---|
| 1 | 1 | LS | Regrade Pond Parimeter (remove stones, staples, etc.) | $5,000.00 | $5,000.00 |
| 2 | 3,700 | SY | Turf Grass Restoration (Topsoil, Seed, Fertilizer & Erosion Mat) | $10.00 | $37,000.00 |
| 3 | 22 | CY | Remove & Replace Rip-Rap Spillway (Large Pond) | $90.00 | $1,980.00 |
| | | | **TOTAL CONSTRUCTION (Items 1 to 3, Inclusive)** | | **$43,980.00** |
| | | | **CONTINGENCY (10%)** | | **$4,398.00** |
| | | | **SUBTOTAL** | | **$48,378.00** |
| | | | **TOTAL PROJECT COST** | | **$67,485.00** |

**Disclaimer** - The attached opinion of probable cost was prepared for use by the Owner in planning for future costs of the project. In providing opinions of probable cost, the Owner understands that the Design Professional has no control over costs or the price of labor, equipment or materials, or over Construction Professionals' method of pricing, and that the opinions of probable costs provided herewith are made on the basis of the Design Professional's qualifications and experience. It is not intended to reflect actual costs and is subject to change with the normal rise and fall of the local area's economy. This opinion must be revised after every change made to the project or after every 30 day lapse in time from the original submittal by the Design Professional.

□ATHRYN H□TTER
Director

www.winnebagocountysolidwaste.com
solidwaste□ winnebagocountywi.gov



LANDFILL/ADMINISTRATION
100 W. CO□NTY RD. Y
OSH□OSH, WI 54□01

PHONE (□20) 232-1800
FAX (□20) 424-118□

# □ innebago County

## Solid □ aste □ anagement Board

*The Wave of the Future*

**DATE:** □une 25, 2024

**TO:** Contracted Responsible □nits

**FRO□ :** □elly Reyer – Education □ Outreach Specialist

**RE:** WDNR Recycling Consolidation Grant 2025 Cooperative Agreement

Enclosed you will find the **Intergovernmental Agreement to Satisfy Eligibility for the □ isconsin Recycling Consolidation □rant for Calendar Year 2025**. Winnebago County Solid Waste will develop and provide your office with printed copies of the 2024 Winnebago County Waste □ Recycling Guide later this year so that you may qualify for the WDNR Recycling Consolidation Grant Funds. As a partner of Tri-County Recycling, Winnebago County will continue to co-fund and promote the Waste Wizard Material Search Engine □ Betterbin smartphone recycling app, along with distributing □Is that REALLY recyclable□□promotional magnets, stickers and business cards for these tools. Residents can access the Waste Wizard at: www.recyclemoretricounty.org/waste-wizard/ or www.winnebagocountysolidwaste.com, and the Betterbin app can be downloaded in any app store.

**Please route the enclosed document for approval□signature and return via email or mail to me by Friday, August 23, 2024. If you would li□e a □ ord document version instead of PDF, please let us □now.**

Note: The City of Neenah and City of Oshkosh pre-qualify for this grant due to population and are not included in this consolidation agreement.

Please contact □elly Reyer at □20-232-1802 or email □Reyer□ winnebagocountywi.gov if you have any questions.

□R
S:□Landfill□52811 Recycling Programs□811 R□Gs□DNR Recycling Consolidation Grant□2025

**Intergovernmental Cooperative Agreement to Satisfy Eligibility for the □ isconsin Recycling Consolidation □rant for Calendar Year 2025**

This agreement is made by and between the Cities of Menasha and Omro, the □illages of Fox Crossing and Winneconne, and Towns of Algoma, Black Wolf, Clayton, Neenah, Nekimi, Omro, □inland, Winchester, Winneconne, and Wolf River, each of which is a municipal corporation, and each of which is a Responsible □nit as defined in Section 287.01(□) of the Wisconsin Statutes (collectively referred to as the "Responsible Units" or "RUs") for purposes of implementing efficiencies related to operating an effective recycling program in accordance with ss. 287.11 and 287.24, Wis. Stats., and ch. NR 542, Wis. Admin. Code. This agreement is intended to qualify for the 2025 Wisconsin Recycling Consolidation Grant.

WHEREAS the R□s believe that, by working together in this cooperative agreement, they can more effectively and efficiently provide for the recycling education needs of their citizens□and

WHEREAS the R□s desire to collaborate in an effort to educate about recycling□and

WHEREAS the R□s recognize the importance of educating residents about recycling and their R□ responsibility to do so□and

WHEREAS Winnebago County produced the 2024 Winnebago County Waste □ Recycling Guide□and

WHEREAS Winnebago County partnered with Brown and Outagamie Counties, collectively known as Tri-County Recycling, to fund, host, and promote the Waste Wizard Material Search Engine tool and a smartphone recycling app developed by Betterbin□and

WHEREAS the Winnebago County Waste □ Recycling Guide, the Waste Wizard Material Search Engine, and the Betterbin smartphone app provide comprehensive information on single-stream recycling guidelines, recycling plastic bags, proper medical sharps disposal, electronics recycling, universal waste recycling, household hazardous waste programs, pharmaceutical drop boxes and waste reduction tips□and

WHEREAS Section 66.0301(2) of the Wisconsin Statutes authorizes cooperation between municipalities and allows municipalities to contract with each other for the receipt or furnishing of services or the joint exercise of any power or duty required or authorized by law□and

WHEREAS each participating R□ will maintain a copy of the other above listed R□s' cooperative agreements on file, given that not all cooperating R□s will be able to sign a single document□

IT IS THEREFORE AGREED THAT the above listed R□s have and will make available to its residents the 2024 Winnebago County Waste □ Recycling Guide and Tri-County Recycling's Waste Wizard Material Search Engine □ Betterbin smartphone app, recognizing additional and consistent education will reduce contamination and improve recycling, thereby enabling the processing and marketing of these recyclables in the most efficient and cost-effective manner possible.

□□□

TOWN OF ALGOMA
A community connected

# AGENDA MEMORANDUM

**To:** Honorable Town Chairperson and Town Supervisors

**From:** Maggie Mahoney, Administrator

**Date:** July 17, 2024

**RE:** Burning in the Town of Algoma

---

**SUMMARY:**
General discussion of burning in the Town of Algoma based on prior year(s) discussions on this topic. The current Town code for Open Burning, Ch. 184, is attached for your reference.

Staff is seeking direction from the Board on what actions and information, if any, you would like to see regarding this topic.

**RECOMMENDED ACTION:** No specific action is being recommended by Staff at the time of this memo. Staff does request that action be taken for any direction given.

**ATTACHMENTS:**

1. Ch. 184 Open Burning

# ARTICLE I
# Open Burning
**[Adopted 8-22-1996 by Ord. No. 88 ]**

## § 184-1. Applicability.

Burning in the following situations is hereby regulated or prohibited:

A. Open burning.

B. Burn barrel fires.

C. Burning of construction waste.

D. Burning of salvage.

E. Burning of marsh hay, large areas of grass, large brush piles and large campfires over three feet in diameter.

F. Burning of garbage, refuse, hazardous substances, industrial waste, waste tires, and medical waste.

## § 184-2. General regulations.

The following general regulations apply to all burning as hereafter classified:

A. All fires shall be attended at all times by one person at least 16 years of age.

B. A hose attached to a pressurized water source, fire extinguisher, or shovel shall be at hand to control spread of the fire.

C. Only dry materials may be burned in order to prevent excessive smoke.

D. Burning is prohibited when wind velocity exceeds 10 miles per hour.

E. Fires may be no less than 10 feet from any structure or property line. **[Amended 10-15-1997 by Ord. No. 94 ]**

F. No fire should be started later in the day than 1/2 hour before sunset.

G. Except for starter fluid which can be used with small campfires and grills, burning of flammable or combustible liquids is prohibited.

H. Burning of all types in any ditches or drainageways, whether on public or private lands, is prohibited.

I. To the extent not inconsistent with specific provisions of this article, the definitions set forth in Chapter 328, Article II, Solid Waste Disposal and Recycling, of the Town Code shall control.

J. All persons should be considerate of neighbors at all times. In particular, consideration should be given to the direction of travel of smoke.

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## § 184-3. Specific regulations.

The following regulations apply to the following specific classifications of burning:

A. Open burning.[1]

(1) Fires shall not exceed three feet in diameter.

(2) Only charcoal, clean untreated wood, regardless of diameter, dry leaves and brush, and nontreated paper products shall be burned. (See Subsection C prohibitions.)

B. Burn barrels.

(1) Only dry paper, leaves, or untreated wood shall be burned in burn barrels.

(2) The top of the barrel must be covered by a wire screen.

C. Construction site burning. Burning of any construction material at construction sites is strictly prohibited.

D. Salvage burning. Salvage burning is strictly prohibited in the Town of Algoma.

E. Garbage, etc.

(1) Burning of garbage, refuse, hazardous substances, industrial waste, waste tires, and medical waste is prohibited in the Town of Algoma.

(2) Combustibles, including construction materials, shall not be brought into the Town for the purpose of burning, unless as fuel for fires specifically permitted by this article.

F. Burning in open areas and large fires.

(1) Burning of marshes, grasslands, and large brush piles over three feet in diameter must be reported to the Fire Chief. If the reporting party is unable to reach the Fire Chief, he or she should call the Winnebago County Communications Center.[2]

(2) The Chief shall direct calls to the administrative phone number of the Winnebago County Sheriff's Department where the caller shall provide the following information:

(a) The address, phone number, name of responsible person and telephone number at the burn.

(b) Secured person at the burn.

(3) A return phone call to the Winnebago County Sheriff's Department is required at its completion.

## § 184-4. Exemption.

Controlled burns by the Town Fire Department for demolition or fire training are exempt from the

1. **Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II).**
2. **Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II).**

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provisions of this article.

### § 184-5. Violations and penalties.

Any person who shall violate any of the provisions of this article shall, upon conviction thereof, forfeit the amounts set forth below, together with costs of prosecution, and in default of payment of such forfeiture and costs of prosecution shall be imprisoned in the county jail of Winnebago County, Wisconsin, until said forfeiture and costs are paid, but not exceeding six months. Each day of violation shall constitute a separate offense.

A. Violators of § 184-3A, B, C and F shall forfeit not less than $30 nor more than $60.[3]

B. Violators of § 184-3D and E shall forfeit not less than $100 nor more than $200.[4]

C. Violators of § 184-2 shall forfeit not less than $30 nor more than $50 for the first violation, and not less than $75 nor more than $100 for a second violation.[5]

D. Before issuing a citation or ticket for a violation of this article, the enforcing officer shall issue a written warning to the violator. A copy of such warning shall be filed with the Town Clerk. Any subsequent violation by the same person shall result in a ticket or citation.[6]

3. **Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II).**

4. **Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II).**

5. **Editor's Note: Added at time of adoption of Code (see Ch. 1, General Provisions, Art. II).**

6. **Editor's Note: Original Section VI (of Ordinance No. 88), Enforcement, which immediately followed this subsection, was repealed at time of adoption of Code (see Ch. 1, General Provisions, Art. II).**

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TOWN OF ALGOMA
*A community connected*

# AGENDA MEMORANDUM

**To:** Honorable Town Chairperson and Town Supervisors

**From:** Maggie Mahoney, Administrator

**Date:** July 17, 2024

**RE:** 2025 Budget Key Assumptions

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**SUMMARY:**
Discussion of key assumptions for the 2025 budget such as:

- Revenues including tax levy, share revenue, fees, other sources of revenue.
- Expenditures including personnel/compensation, increases for contracted services, software and technology upgrades, and capital outlay.
- General Obligation Debt
- TIF 1

**Staff will discuss known information and is seeking input and direction from the Board to incorporate into the budget,** including but not limited to:

- Guidelines for employee compensation (annual increase for cost of living and/or merit pay).
- Are there specific programs initiatives the Board would like to see/not see presented with this budget/CIP?
- Special charges for covered services.

**RECOMMENDED ACTION:** NA

**ATTACHMENTS:**

1. 2025 Calendar for 2025 Budget Adoption

# Calendar for 2025 Budget Adoption

*Presented 6/19/24*

**Wednesday, June 19, 2024 – Town Board Meeting**

- Town Administrator distributes 2025 Budget Adoption Calendar

**Wednesday, July 17, 2024 – Town Board Meeting**

- Discuss key assumptions for budget such as tax levy, general obligation debt, compensation, long-range financial planning for Capital Improvement Plan.

***Thursday, July 18, 2024 – Budget Schedule and Memorandum Distributed***

- Budget documents and memorandum distributed to key staff and contractors to include:
  - Key priorities of the Town Board and overall budget outlook.
  - Budget priorities and spending parameters of the Town Administrator.
  - Instructions and procedures for preparing departmental budgets.
  - Internal meeting schedule with Town Administrator to review budget proposals.
  - Distribute line-item and capital project request forms.

**Wednesday, August 21, 2024 – Town Board Meeting**

- Initial discussion about Capital Improvement Plan.

***Thursday August 22, 2024 – Department and Capital Improvement Plan Requests Due to Town Administrator.*** Internal departmental budget meetings to review/revise requests Aug 23 – Sep 5.

**Monday, September 16, 2024 – Budget Meeting**

- First draft of budget presented to the Board, including Departmental Operating Budgets, and Capital Improvement Plan.

**Monday, September 30, 2024 – Budget Meeting**

- Administrator's Recommended budget presented to the Board.

***(IF NEEDED)* Monday, October 14, 2024 – Budget Meeting**

- Administrator's Revised budget presented to the Board.

**Wednesday, October 16, 2024 – Town Board Meeting**

- Administrator's Final Recommended Budget presented to the Board for endorsement. *This is the final review by the Board before the budget is published and noticed for the public hearing.*

**Wednesday, November 19, 2024**

**Budget Public Hearing & Special Town Meeting:**

- A Public Hearing in accordance with State Statute is held; staff provides comprehensive presentation on proposed budget.

**Town Board Meeting:**

- Town Board adopts the 2025 Fiscal Year Budget by motion.