

**TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
TOWN BOARD MEETING**

**Wednesday, April 16, 2025 – 6:00 p.m. or immediately following the Annual Town Meeting
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 April 11, 2025.

3. Review and approve the minutes of the following meeting:

- A. Monthly Town Board Meeting dated March 19, 2025.**

4. Review and approve April 2025 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. Committee Reports.

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

8. Administrator Report

- A. Budget Update.**
- B. Major Projects Update**
 - i. Leonard Point Road Storm Detention Pond
 - ii. Leonard Point Road Reconstruction
 - iii. Leonard Point Road & STH 21 Roundabout
- C. Community Development Update**
 - i. Oshkosh School District FEMA Grant
 - ii. Quarry Property
- D. Legislative Update**

9. Clerk/Treasurer Report.

- A. Elections.**

10. Public Works Director Report.

- A. 2025 Asphalt Resurfacing Update**
- B. Road Maintenance Update**

- C. Parks Update
- D. Public Works Vehicle Update

11. Monthly Financial Statements and Financial Report.

12. Business.

- A. Discussion and possible action: Ordinance 2025-02, An Ordinance Repealing Chapter 288 of the Code of Ordinances for the Town of Algoma Relating to Snow Removal on Private Roads.
- B. Discussion and possible action: Ordinance 2025-03, An Ordinance Amending Chapter 184 of the Code of Ordinances for the Town of Algoma Relating to Open Burning.
- C. Discussion and possible action: Ordinance 2025-04, An Ordinance Repealing Chapter 281 of the Code of Ordinances for the Town of Algoma Relating Soda Water Beverages.
- D. Discussion and possible action: EMS Intergovernmental Agreement
- E. Discussion and possible action: Facility Rental Temporary Suspension
- F. Appointments
 - i. Discussion and possible action: Planning Commission Members
 - ii. Discussion and possible action: Confirm Clerk/Treasurer Katherine Reinbold
 - iii. Discussion and possible action: Confirm Fire Chief Kevin Sawicki
 - iv. Discussion Only: Town Board Members on Commissions and Committees
- G. Discussion only: 2024 MS4 Annual Report.

13. 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
WINNEBAGO COUNTY, WISCONSIN
March 19, 2025**

Chairman Rasmussen called the meeting to order at 6:00 pm.

The following were present: Supervisors Petey Clark and Dan Martin.

Supervisor Michael Brooks and Teresa Van Aacken were absent, excused.

The following were also present: Administrator Maggie Mahoney, Fire Chief Kevin Sawicki, Public Works Director Jason Loduha, and Clerk/Treasurer Katherine Reinbold.

The agenda was posted on March 14, 2025.

On a motion by Supervisors Clark/Martin passed on a voice vote, the Board approved the minutes of the Monthly Town Board Meeting dated February 19, 2025.

On a motion by Supervisors Martin/Clark, passed on a voice vote, the Board approved the March 2025 disbursements.

Tricia Rathermel, President and CEO of the Greater Oshkosh Economic Development Corporation (GOEDC) handed out the 2024 housing permits report. She also reported that January's unemployment rate is still low at 2.7%. The big discussion with businesses is tariffs and how they will affect businesses.

The Town Board had a Q&A with Senator Rachael Cabral Guevara. State Legislator Representative Nate Gustafson was not able to attend. The Town Board has questions on raising the levy limit, Federal funding, shared revenue, WRS restrictions with retirees, and filling vacancies on the Town Board and how the voting works. Senator Cabral Guevara stated she will take this to Madison and try to get some answers for us and is willing to attend another meeting.

Public Forum: Mike Gibbs of 2600 Shorehaven Ln.: Has concerns with safety if the Town repeals the snow plowing ordinance for private roads. It will be difficult to have a meeting with everyone to collect money. Wants to leave the ordinance as is and doesn't believe there are any issues.

Ralph Spanbauer of 2718 Shorehaven Ln.: Stated that the [snow plowing for private roads] ordinance must be important if it's been in the books for the last 27 years. Wants to know how much it costs the township. He is in the highest taxed area. Companies don't want to work with private individuals. He has concerns about police and EMS being able to get down the road. He also heard cul-de-sacs are plowed at no cost to the homeowners. The Town accesses the road for the lift station. Looking for everyone to work together on this.

Randy Coakley of 2612 Shorehaven Ln.: Asks himself what the town does for him; plows roads. There's a lift station at the end of the road that he clears out the driveway for. His family gave land to the town years ago for the lift station. Not happy about having to collect and arrange snow plowing. Pays more in

real estate taxes than anyone in the room. People that pay less get their roads plowed. Across the street is the egress for the pumping station and I have plowed that for 40 years.

Chairman Rasmussen stated that the Town does not own the pumping/life station, that is a separate entity, Algoma Sanitary District. He wanted to clarify because that had been stated by commentators.

Debbie Sorensen of 2676 Shorehaven Ln.: She is the contact for Shorehaven Ln. for snow plowing. Doesn't see why we are doing this. Spoke with Administrator Mahoney and Chairman Rasmussen. Chairman Rasmussen said the clerk is "swamped". Doesn't the Public Works Director alleviate the work for the office assistant? Foust doesn't work with private individuals, only commercial. She wants to work with us to keep things as is.

Brittney Bongert of 2029 CrestWood Dr.: Feels the Town is not being transparent about this [snow plowing ordinance repeal] being on the agenda. Feels this [finding snow plowing services] is a burden to put on them at the last minute with only 6 months to get service in place. Suggests charging a higher fee for the service and is willing to pay more. Brittany would also like the board to really consider who they give transient merchant permits to. There are established businesses that put the time and money into a building and making sure it is aesthetically pleasing.

Steve Gohde of 3920 Highland Shore Ln.: Takes a long time to work with all people on the road to get something done. The town has more pull to get a better [snowplowing] contract.

Steve Lord of 2122 Crestwood Dr.: Out of the lots on Crestwood Dr., 4 are occupied and 5 are vacant. Must try and collect [money] from 5 vacant lots.

Tom Dreifire of 3155 Waldwic Ln.: He believes that it [snow plowing] is nice service, cheap, and doesn't understand what the problem is. Can't get same pricing as town.

Jesse Houue of 2664 Shorehaven Ln.: He has no complaints about how things are working and no issues with the snow plowing. It feels it would be a disservice to end the snow plowing service and would appreciate it continuing.

Fire Chief Kevin Sawicki reported that they received the EMS FAP Grant of \$10,000. With this money, they will be able to update AEDs and gear. Rescue 21 needs refurbishment and Tender 21 is starting to show signs of age and wear. They have accepted two new members, Isaiah Koeppen and Alex Bork.

The Planning Commission met on March 12 and had one zoning change item to review. That item is under business.

The Parks Committee did not meet.

Administrator Mahoney did not have any updates on the budget or any of the Leonard Point Road projects. The Algoma Sanitary District has completed the water main project and there is now water access at the OSMS site. OSMS is in the permitting process. Administrator Maggie and Public Works Director Loduha met with the Oshkosh School District regarding the FEMA Grant the school wants to

apply for, but it is contingent on the referendum that is on the April 1 ballot. The new Public Works Director Jason Loduha started on March 10. He has a lot to learn, but excited to be here.

Clerk/Treasurer Reinbold reported that there is an election on April 1st. In person absentee voting has started and with that and mail ballots there are over 500 absentee ballots so far. Clerk/Treasurer Reinbold is working with staff to update the Town's rental information. There will be a proposal for changes in the next month or two.

The monthly financial statements were presented. Clerk/Treasurer Reinbold mentioned with the change to the sweep again, there is still some clean up that is being done. The tax refund account has been closed as it is not necessary and hasn't been used. Positive check pay has also been added to the account to fight check fraud. There haven't been any issues but trying to be proactive.

Darren Barany was in attendance for any questions. The building in question is a duplex in structure but zoned single family. It is consistent with future land use, and the existing structures meet the dimensional standards for the proposed district. It is recommended for approval. On a motion by Supervisors Clark/Martin, passed on a voice vote, the Town Board approved rezoning 1598 N. Oakwood Road, parcel 002-004102, from R-1 Rural Residential District to R-3 Duplex residential District.

There is no decision on the repeal of Ch. 288, Snow Removal on Private Roads; this was a discussion only. Supervisor Martin spoke about this item being looked at a few different times in the past. Residents voiced would pay higher fees and he would be open-minded to see how long it takes staff to complete and what a higher fee would look like. Supervisor Clark noted she has all the same concerns as the residents. It is a time constraint with it being a small staff. Chairman Rasmussen want to make sure all board members have a chance to review the information.

There is no decision on the amending of Ch. 184, Open Burning; this was a discussion only. There has been information sent to residents about not burning leaves. The Town does have the ability to enforce ordinances. Supervisor Clark clarified that the Town is specifically talking about the burning of leaves and grass. It is a horrible smell, and it becomes an issue causing complaints. We should make good changes for the environment. Supervisor Martin spoke about the leaf collection services the Town offers and it makes sense to look at this.

Administrator Mahoney explained the Municipal Complex Needs Analysis Project will tell us if the Town Hall needs improvement, expansion, or if we need a whole new building. Received multiple proposals that have been reviewed. The budget for this was \$15,000 and Cedar Corporation's proposal came in at \$8,500. Administrator Mahoney recommends approving the proposal from Cedar Corporation. On a motion by Supervisors Clark/Martin, passed on a voice vote, the Town Board approved to award the Town of Algoma Municipal Complex Needs Analysis Project to Cedar Corporation for \$8,500.

Administrator Mahoney explained the Town is long-overdue for the Comprehensive Outdoor Recreation Plan (CORP) update. Having the CORP updated will allow the town to have a plan for future use of parkland. Received multiple proposals and Administrator Mahoney recommends the proposal from East Central even though it does exceed the budget of \$16,000 slightly. On a motion by Supervisors Martin/Clark, passed on a voice vote, the Town Board approved to award the Town of Algoma

Comprehensive Outdoor Recreation Plan Project to East Central Wisconsin Regional Planning Commission for a cost not to exceed \$16,111.40.

The purchase of a town vehicle for public works is within the budget. Looking to get authorization to move forward without bringing three quotes to the board. Staff need to be able to move quickly when purchasing a vehicle. On a motion by Supervisors Clark/Martin, passed on a voice vote, the Town Board approved the purchase of a town vehicle up to \$25,000.

GOEDC President Tricia Rathermal explained that they are looking for a 5-year commitment from the Town for the money that is already invested annually. This commitment would align with GOEDC's "Future in Focus" campaign and it is non-binding for the Town. On a motion by Supervisors Clark/Martin, passed on a voice vote, the Town Board approved the Greater Oshkosh Economic Development Corporation Investment Commitment Letter of support from the Town of Algoma.

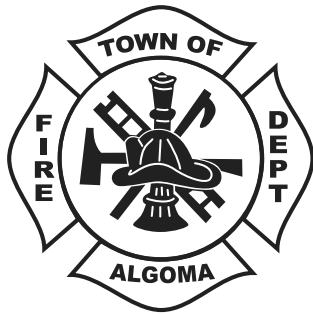
On a motion by Supervisors Clark/Martin, the Town Board approved the Transient Merchants Permit for A&T Curbside LLC, owners Thomas Korn and Amy Sue Hartman.

On a motion by Supervisors Martin/Clark, the Town Board approved the Transient Merchants Permit for Pattie Kimball.

On a motion by Supervisors Clark/Martin, the Town Board approved the Transient Merchants Permit for Pickett Produce, owners Brady Rennert and Bryce Rennert.

On a motion by Supervisors Clark/Martin, the Town Board adjourned at 7:43 p.m.

Respectfully submitted,
Katherine Reinbold



Town of Algoma Fire Department

Monthly Report
March 2025

Prepared by
Kevin Sawicki – Fire Chief

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Grants

State EMS FAP Grant

- FD applied for a State of Wisconsin EMS Grant to update AED's and EMS equipment/gear.
- \$10,000 grant was awarded.

Trucks and Equipment

Vehicles

- Rescue 21 - Rescue is showing more electrical problems. The vehicle needs refurbishment.
- Tender 21 – 1995 Ford L8000. The vehicle shows signs of age and wear. This vehicle needs replacement as soon as possible.

Truck Committee

- The truck committee will be assessing the vehicle fleet for future refurbishment or replacement and provide recommendations.
- The Chilton Fire Department provided a walk-through of their new Tender from Midwest Fire. Midwest Fire is a go-to manufacturer when it comes to Water Tenders. Chilton FD also examined our Engine after the refurbishment process for their future needs.

Membership

New Members

- Alex Bork was accepted on the department as a probationary FF. Alex currently lives on the west side of Oshkosh and is eager to serve the community. Alex will be attending FF1 later this year.

First Drill: March 3rd, 2025

- A mock fire scenario was conducted at 2100 Omro Road. Members operated trucks, pumped water, conducted forcible entry, performed hose movement and search/rescue.

Second Drill: March 17th, 2025

- Fire department personnel conducted roof ventilation at 2100 Omro Rd. Crews practiced cutting holes for ventilation along with other skill-based evolutions.



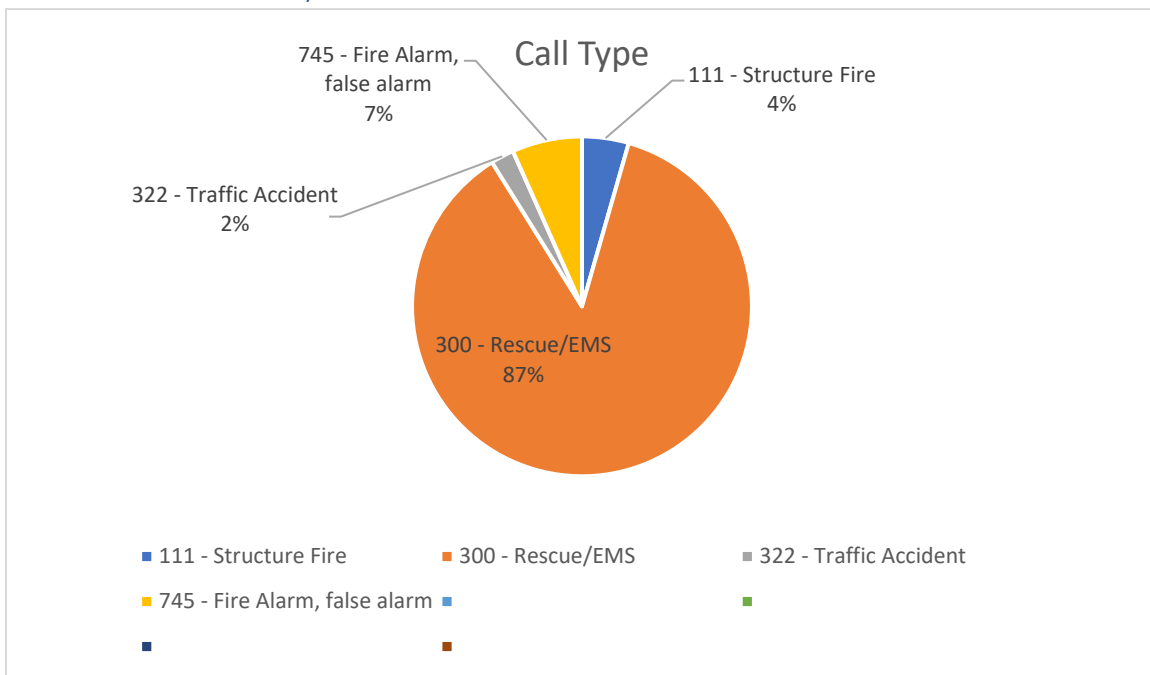
Upcoming Events

Event	Date
Training Drills	Monday, April 21 st @ 6:30pm Monday, May 5 th @ 6:30pm
Monthly Department Meeting	Wednesday, May 14 th @ 7:00pm
Fire Department Open House	Saturday, May 17 th , 2025
Car Show	Saturday, August 16 th , 2025
Pancake Breakfast	Sunday, October 5 th , 2025



Incidents

Overall Incident Summary



Call Type	Count
111 – Structure Fire	2
300 – Rescue/Emergency Medical Service (EMS)	39
322 – Traffic Accident	1
745 – Fire Alarm, False Alarm	3
Total Calls	45



AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors

From: Maggie Mahoney, Administrator

Date: April 16, 2025

RE: Monthly Administrator's Report

A. Budget Update

No updates at the time of this memo.

B. Major Projects Updates

ii. Leonard Point Road Storm Detention Pond

No updates at the time of this memo.

iii. Leonard Point Road Reconstruction

The engineers are assessing the status of the project to schedule the next public information meeting. We are still tentatively looking at mid to late May. Topics would include design, laterals and right of way acquisition.

iv. Leonard Point Road & STH 21 Roundabout

No updates at the time of this memo.

C. Community Development Update

a. Oshkosh School District FEMA Grant

The referendum for the project passed on April 1, but the school district is not continuing the grant application process as the timelines and requirements for the grant do not align with other project timelines. *A detailed memo of the reasons from the district is attached.*

b. Quarry Property

A preliminary plat for this property has been submitted. It is currently under staff review and we are gathering more information. I anticipate it being ready for consideration in May.

D. Legislative Update

Senator Cabal Guevera followed-up after our March town board meeting with the requested information on the proposed bill to exempt ambulance/EMS costs from the levy limit. Staff will discuss possible implications on our service costs should the bill pass in 2025. *I have attached a copy of the bill for your reference.*

ATTACHMENTS:

1. Email from school district on FEMA BRIC grant status
2. Bill 25-0694/1

FEMA BRIC Grant Update for the Oshkosh Area School District--4.4.25

From Julie Conrad-Peters <julie.conrad@oshkosh.k12.wi.us>

Date Fri 2025-04-04 4:33 PM

To Maggie Mahoney <townadmin@townofalgoma.org>; Nieforth, Kelly K <knieforth@oshkoshwi.gov>; Grill, Rebecca <RGrill@oshkoshwi.gov>; Rasmussen, Eric <ERasmussen@winnebagocountywi.gov>

Cc Bryan Davis <bryan.davis@oshkosh.k12.wi.us>; Drew Niehans <Drew.Niehans@oshkosh.k12.wi.us>; James Fochs <james.fochs@oshkosh.k12.wi.us>; Jordan Buss <jordan.buss@jbadssolutions.com>; Nate Considine <NConsidine@brayarch.com>; Clint Selle <cselle@brayarch.com>

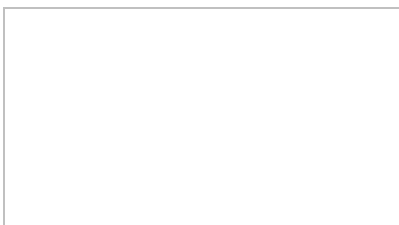
Good Afternoon,

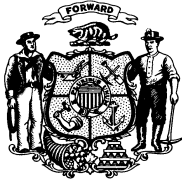
The Oshkosh Area School District Core Planning Team (CPT) for the Phase 2 referendum projects met yesterday to finalize the high level project timelines which include design, bid, mobilization and construction timing. We then evaluated how the timelines fit into the application process and requirements of the FEMA BRIC Grants. Listed below are the reasons we are **not** continuing the application process for the four projects that went through the pre-submittal process with WEM.

- The notice of Grant Opportunity is available on [Grants.gov](https://www.grants.gov) for the FEMA BRIC Grants. The notice of funding was removed on 2.13.25 and has not been updated.
- There has been no formal communication on when the notice of funding or technical criteria will be updated. There has been no formal communication on timelines for submittal or timelines for award notifications.
- The OASD Phase 2 [project timeline](#) we need to follow to move students into the elementary schools and attendance boundaries for the fall of 2027 would require us to have firm dates from FEMA to be able to meet tornado safe room/shelter construction requirements and the stipulations in the grant.

I want to thank each of you that is on this email for your planning work, your willingness to partner, and your forward thinking on safety in the City of Oshkosh and Town of Algoma communities. We look forward to working with each of you on our school projects in the months to come and building community through education.

All my best,
Julie





State of Wisconsin
2025 - 2026 LEGISLATURE

LRB-0694/1

KP:emw

2025 BILL

1 **AN ACT** *to amend* 79.05 (2) (c); *to create* 66.0602 (3) (o) of the statutes;
2 **relating to:** a levy limit exemption for regional emergency medical systems
3 and eligibility for the expenditure restraint incentive program.

Analysis by the Legislative Reference Bureau

Generally, under current law, local levy limits are applied to the property tax levies that are imposed by political subdivisions. A political subdivision may not increase its levy by a percentage that exceeds its “valuation factor,” which is the greater of 0 percent or the percentage change in the political subdivision’s equalized value due to new construction, less improvements removed. Current law also contains a number of exceptions to the levy limit, such as amounts a county levies for a countywide emergency medical system, for a county children with disabilities education board, and for certain bridge and culvert construction and repair. This bill creates an additional exception to local levy limits. Under the bill, the amounts a city, village, town, or county levies for costs associated with regional emergency medical services, either through participation in a joint emergency services district or through one or more intergovernmental agreements to provide emergency medical services, or both, are exempt. Under the bill, “regional” means consisting of a service area that is at least 232 square miles or includes at least eight municipalities.

The bill also excludes expenditures of amounts levied for a regional emergency medical system that are exempt from local levy limits under the bill from being

BILL**SECTION 1**

considered in determining eligibility for an expenditure restraint incentive program payment. Under current law, a municipality is eligible to receive an expenditure restraint incentive program payment if its property tax levy is greater than 5 mills and if the annual increase in its municipal budget, subject to certain exceptions, is less than the sum of factors based on inflation and the increased value of property in the municipality as a result of new construction.

For further information see the state and local fiscal estimate, which will be printed as an appendix to this bill.

The people of the state of Wisconsin, represented in senate and assembly, do enact as follows:

1 **SECTION 1.** 66.0602 (3) (o) of the statutes is created to read:

2 66.0602 (3) (o) 1. In this paragraph, “regional” means consisting of a service
3 area that is at least 232 square miles or includes at least 8 municipalities.

4 2. Subject to subds. 3., 4., 5., and 6., the limit otherwise applicable under this
5 section does not apply to the amount, or a portion of that amount, that a political
6 subdivision levies in that year for costs associated with regional emergency medical
7 services, either through participation in a joint emergency medical services district
8 or through one or more intergovernmental agreements to provide emergency
9 medical services, or through both. The costs that are eligible for the exception to the
10 limit that is described in this subdivision include costs associated with regional
11 emergency medical services that are provided by a fire department.

12 3. The exception to the limit that is described in subd. 2. applies only if the
13 amount levied under subd. 2. for the current year increases, relative to the amount
14 levied under subd. 2. for the previous year, by a percentage that is less than or equal
15 to the percentage change in the U.S. consumer price index for all urban consumers,
16 U.S. city average, as determined by the U.S. department of labor, for the 12 months
17 ending on August 31 of the year of the levy, plus 5 percent. This subdivision does

BILL**SECTION 1**

1 not apply if the political subdivision did not levy an amount under subd. 2. for the
2 previous year.

3 4. The exception to the limit that is described in subd. 2. applies only if the
4 joint emergency medical services district or political subdivision, as applicable,
5 confirms to the department of revenue that the joint emergency medical services
6 district or political subdivision, as applicable, has a regional service area.

7 5. The exception to the limit that is described in subd. 2. applies only if a
8 contract or other agreement identifies one entity as responsible for coordination of
9 emergency medical services across the service area.

10 6. If a political subdivision levies an amount under subd. 2. for a year, no other
11 paragraph in this subsection applies to that amount.

12 **SECTION 2.** 79.05 (2) (c) of the statutes is amended to read:

13 79.05 (2) (c) Its municipal budget; exclusive of principal and interest on long-
14 term debt and exclusive of revenue sharing payments under s. 66.0305, payments of
15 premiums under s. 66.0137 (5) (c) 1. and 1m., expenditures of amounts levied under
16 s. 66.0602 (3) (o), revenues generated from a tax imposed under s. 77.701, payments
17 received under s. 79.038, expenditures of payments due to the termination of a tax
18 incremental district under s. 79.096 (3), recycling fee payments under s. 289.645,
19 expenditures of grant payments under s. 16.297 (1m), unreimbursed expenses
20 related to an emergency declared under s. 323.10, expenditures from moneys
21 received pursuant to P.L. 111-5, grants received from the state or federal
22 government for the purpose of providing law enforcement, fire protection, or
23 emergency medical services, and expenditures made pursuant to a purchasing
24 agreement with a school district whereby the municipality makes purchases on

BILL

SECTION 2

behalf of the school district; for the year of the statement under s. 79.015 increased over its municipal budget as adjusted under sub. (6); exclusive of principal and interest on long-term debt and exclusive of revenue sharing payments under s. 66.0305, payments of premiums under s. 66.0137 (5) (c) 1. and 1m., expenditures of amounts levied under s. 66.0602 (3) (o), revenues generated from a tax imposed under s. 77.701, payments received under s. 79.038, expenditures of payments due to the termination of a tax incremental district under s. 79.096 (3), recycling fee payments under s. 289.645, expenditures of grant payments under s. 16.297 (1m), unreimbursed expenses related to an emergency declared under s. 323.10, expenditures from moneys received pursuant to P.L. 111-5, grants received from the state or federal government for the purpose of providing law enforcement, fire protection, or emergency medical services, and expenditures made pursuant to a purchasing agreement with a school district whereby the municipality makes purchases on behalf of the school district; for the year before that year by less than the sum of the inflation factor and the valuation factor, rounded to the nearest 0.10 percent.

SECTION 3. Initial applicability.

(1) The treatment of s. 66.0602 (3) (o) first applies to a levy that is imposed in December of the year of the first January 1 after the effective date of this subsection.

(END)

To: Maggie Mahoney, Administrator

From: Jason Loduha, Director of Public Works

Date: April 16, 2025

RE: Monthly Directors Report

A. 2025 Asphalt Resurfacing Update

Bid is pending for the Mill and Pave of Sheboygan Street, Conrad Street, Kewaunee Street, Onieda Avenue, and Sherrin Street.

We are expecting to have the bid for consideration at the May meeting.

B. Road Maintenance update

Winnebago County is in the process of patching the potholes in town and sweeping the streets with curb and gutter.

I am also working on sign inventory for all signs that will need to be replaced in the upcoming years.

C. Parks Update

The Pickle Ball Court is open and net up as well as the Volleyball net at Jones Park.

D. Public Works Vehicle Update

A work truck was purchased on April 10. It is a 2019 Chevrolet Silverado 2500 4x4 4dr double cab Long Box for \$20,363.50.

We also plan on putting on town logos, strobe, and a locking toolbox on the truck.



Fund: 100 - GENERAL FUND

Account Number		2025 March	2025 Actual 03/31/2025	2025 Budget	Budget Status	% of Budget
100-00-41102-000-000	GO REFUNDING BONDS LEVY	0.00	0.00	406,415.00	-406,415.00	0.00
100-00-41110-000-000	GENERAL PROPERTY TAXES	0.00	0.00	1,118,816.00	-1,118,816.00	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	0.00	69,200.00	-69,200.00	0.00
TAXES		0.00	0.00	1,594,631.00	-1,594,631.00	0.00
100-00-43410-000-000	STATE SHARED REVENUES	0.00	0.00	249,866.58	-249,866.58	0.00
100-00-43420-000-000	2% FIRE DUES	0.00	0.00	42,100.00	-42,100.00	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	0.00	4,685.85	-4,685.85	0.00
100-00-43530-000-000	TRANSPORTATION AIDS	0.00	41,355.70	165,422.80	-124,067.10	25.00
100-00-43540-000-000	RECYCLING GRANTS	0.00	0.00	12,500.00	-12,500.00	0.00
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	0.00	6.46	-6.46	0.00
100-00-43750-000-000	ECONOMIC DEVELOPMENT	0.00	0.00	7,600.00	-7,600.00	0.00
100-00-43790-000-000	DNR STORMWATER MGMT GRANT	0.00	150,000.00	43,200.00	106,800.00	347.22
INTERGOVERNMENTAL REVENUES		0.00	191,355.70	540,826.69	-349,470.99	35.38
100-00-44100-000-000	BUSINESS/OCCUP LICENSE	100.00	100.00	100.00	0.00	100.00
100-00-44110-000-000	LIQUOR & MALT BEVERAGE LICENSE	0.00	0.00	635.00	-635.00	0.00
100-00-44115-000-000	OPERATORS LICENSES	0.00	0.00	400.00	-400.00	0.00
100-00-44116-000-000	CIGARETTE LICENSE	0.00	0.00	100.00	-100.00	0.00
100-00-44117-000-000	SODA WATER LICENSES	0.00	0.00	100.00	-100.00	0.00
100-00-44120-000-000	OTHER BUSINESS & OCCUP LIC	0.00	0.00	100.00	-100.00	0.00
100-00-44125-000-000	CABLE FRANCHISE INCOME	0.00	16,733.70	61,000.00	-44,266.30	27.43
100-00-44200-000-000	DOG LICENSES	445.00	1,770.00	4,000.00	-2,230.00	44.25
100-00-44201-000-000	WINNEBAGO CTY DOG LICENSES	0.00	1,048.88	1,100.00	-51.12	95.35
100-00-44300-000-000	BUILDING PERMITS NEW	16,890.00	33,930.00	102,240.00	-68,310.00	33.19
100-00-44301-000-000	BUILDING PERMITS REMODELING	2,170.00	6,375.00	37,500.00	-31,125.00	17.00
100-00-44302-000-000	EXTRA INSPECTIONS	0.00	0.00	640.00	-640.00	0.00
100-00-44310-000-000	CULVERT PERMITS	0.00	100.00	1,600.00	-1,500.00	6.25
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	700.00	-700.00	0.00
100-00-44500-000-000	RIGHT OF WAY	0.00	0.00	3,000.00	-3,000.00	0.00
LICENSES AND PERMITS		19,605.00	60,057.58	213,315.00	-153,257.42	28.15
100-00-46100-000-000	ASSESSMENT CERTIFICATION'	460.00	1,020.00	2,800.00	-1,780.00	36.43
100-00-46101-000-000	LIQUOR LIC PUBLICATION FEE	0.00	0.00	100.00	-100.00	0.00
100-00-46102-000-000	MISC CHARGES FOR SERVICES	0.00	0.00	200.00	-200.00	0.00
100-00-46310-000-000	SNOW REMOVAL	0.00	0.00	9,000.00	-9,000.00	0.00
100-00-46420-000-000	REFUSE & GARBAGE COLLECTION	0.00	-440.00	602,368.12	-602,808.12	-0.07
100-00-46435-000-000	RECYCLING - WINN CTY REBATE	376.29	1,382.49	5,000.00	-3,617.51	27.65
100-00-46720-000-000	PARKLAND FEE INCOME	1,650.00	2,475.00	9,900.00	-7,425.00	25.00
100-00-46850-000-000	SITE PLANS FEES	0.00	2,350.00	6,000.00	-3,650.00	39.17
PUBLIC CHARGES FOR SERVICES		2,486.29	6,787.49	635,368.12	-628,580.63	1.07
100-00-48100-000-000	INTEREST GENERAL ACCOUNTS	4,506.02	10,636.25	29,710.81	-19,074.56	35.80
100-00-48103-000-000	LGIP	4,901.18	12,363.78	0.00	12,363.78	0.00
100-00-48200-000-000	RENT REVENUE	1,450.00	4,450.00	12,000.00	-7,550.00	37.08
100-00-48301-000-000	SALE OF GARB/RECYCLING TOTES	0.00	1,115.00	2,250.00	-1,135.00	49.56

Fund: 100 - GENERAL FUND

Account Number	2025 March	2025 Actual 03/31/2025	2025 Budget	Budget Status	% of Budget
100-00-48900-000-000 OTHER MISC. REVENUES	0.00	12,520.00	0.00	12,520.00	0.00
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MISCELLANEOUS REVENUES	10,857.20	41,085.03	43,960.81	-2,875.78	93.46
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100-00-49200-000-000 TRANSFERS FROM OTHER FUNDS	0.00	0.00	40,000.00	-40,000.00	0.00
=====					
OTHER FINANCING SOURCES	0.00	0.00	40,000.00	-40,000.00	0.00
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Total Revenues	32,948.49	299,285.80	3,068,101.62	-2,768,815.82	9.75
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Fund: 100 - GENERAL FUND

Account Number		2025	2025	2025	Budget Status	% of Budget
		March	Actual 03/31/2025	Budget		
100-00-51100-110-000	TOWN BOARD WAGES	1,300.00	3,850.00	18,000.00	14,150.00	21.39
100-00-51100-130-000	TOWN BOARD SOC SEC/MEDICARE	99.45	294.54	1,377.00	1,082.46	21.39
100-00-51100-209-000	ATTORNEY LEGAL FIRE DEPT	0.00	0.00	500.00	500.00	0.00
100-00-51100-321-000	TOWN BOARD DUES	0.00	0.00	1,435.00	1,435.00	0.00
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	80.00	80.00	14,000.00	13,920.00	0.57
100-00-51300-218-000	ATTORNEY ORD CODIFICATION	0.00	0.00	1,200.00	1,200.00	0.00
100-00-51400-200-000	GEN GOVT HR/PERSONNEL	0.00	131.83	400.00	268.17	32.96
100-00-51400-310-000	GEN GOVT OFFICE SUPPLIES	46.71	46.71	3,000.00	2,953.29	1.56
100-00-51400-315-000	GEN GOVT OFFICE EQUIPMENT	290.72	757.90	6,500.00	5,742.10	11.66
100-00-51400-320-000	GEN GOVT PUBLISHING & PRINTING	0.00	0.00	4,000.00	4,000.00	0.00
100-00-51400-330-000	GEN GOVT MILEAGE	0.00	0.00	250.00	250.00	0.00
100-00-51400-342-000	GEN GOVT COMPUTER & WEBSITE MA	1,980.13	2,595.39	20,300.00	17,704.61	12.79
100-00-51400-390-000	GEN GOVT MISC EXP	0.00	0.00	1,000.00	1,000.00	0.00
100-00-51410-110-000	ADMINISTRATOR WAGES	9,237.81	27,444.37	110,853.74	83,409.37	24.76
100-00-51410-130-000	ADMINISTRATOR SOC SEC/MEDICARE	702.84	2,087.94	8,480.31	6,392.37	24.62
100-00-51410-131-000	ADMINISTRATOR WRS	642.03	1,907.39	7,704.33	5,796.94	24.76
100-00-51410-133-000	ADMINISTRATOR LIFE INSURANCE	0.00	0.00	167.40	167.40	0.00
100-00-51410-380-000	ADMINISTRATOR DEPT EXPENSES	20.00	60.00	2,000.00	1,940.00	3.00
100-00-51411-110-000	OFFICE ASST WAGES	2,657.20	8,562.40	34,611.20	26,048.80	24.74
100-00-51411-130-000	OFFICE ASST SOC SEC/MEDICARE	202.81	653.61	2,647.76	1,994.15	24.69
100-00-51411-131-000	OFFICE ASST WRS	184.68	595.09	2,405.48	1,810.39	24.74
100-00-51411-133-000	OFFICE ASST LIFE INSURANCE	0.00	0.00	26.16	26.16	0.00
100-00-51411-380-000	OFFICE ASST DEPT EXP	0.00	0.00	200.00	200.00	0.00
100-00-51420-110-000	CLERK TREAS WAGES	5,957.27	17,698.30	71,487.34	53,789.04	24.76
100-00-51420-130-000	CLERK TREAS SOC SEC/MEDICARE	437.56	1,299.40	5,468.78	4,169.38	23.76
100-00-51420-131-000	CLERK TREAS WRS	414.03	1,230.03	4,968.37	3,738.34	24.76
100-00-51420-132-000	CLERK TREAS HEALTH INSURANCE	1,979.67	5,939.01	20,905.32	14,966.31	28.41
100-00-51420-133-000	CLERK TREAS LIFE INSURANCE	0.00	0.00	72.00	72.00	0.00
100-00-51420-380-000	CLERK TREAS DEPT EXPENSES	490.58	1,296.83	2,500.00	1,203.17	51.87
100-00-51420-390-000	CLERK TREAS MISC EXP	32.10	10,880.62	15,000.00	4,119.38	72.54
100-00-51421-110-000	DEPUTY CLERK TREAS WAGES	3,882.67	12,418.38	50,887.76	38,469.38	24.40
100-00-51421-130-000	DEP CLERK TR SOC SEC/MEDICARE	284.28	914.85	3,892.91	2,978.06	23.50
100-00-51421-131-000	DEPUTY CLERK TREAS WRS	269.85	865.86	3,536.70	2,670.84	24.48
100-00-51421-132-000	DEPUTY CLERK TREAS HEALTH	1,344.70	4,034.10	14,652.11	10,618.01	27.53
100-00-51421-133-000	DEPUTY CLERK TREAS LIFE INSUR	0.00	0.00	308.28	308.28	0.00
100-00-51421-390-000	DEPUTY CLERK TREAS MISC EXP	0.00	81.75	500.00	418.25	16.35
100-00-51440-110-000	ELECTIONS WAGES	1,340.53	1,340.53	5,000.00	3,659.47	26.81
100-00-51440-380-000	ELECTIONS DEPT EXPENSES	41.75	333.75	5,000.00	4,666.25	6.68
100-00-51510-211-000	AUDITOR AUDIT CONTRACT	8,190.00	8,190.00	16,000.00	7,810.00	51.19
100-00-51530-212-000	ASSMT OF PROP ASSESSOR CONTRAC	2,458.00	7,374.00	28,000.00	20,626.00	26.34
100-00-51530-380-000	BOARD OF REVIEW DEPT EXPENSES	60.00	60.00	60.00	0.00	100.00
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	1,669.39	2,695.63	8,000.00	5,304.37	33.70
100-00-51600-221-000	TOWN HALL GRASS/SNOW	50.00	50.00	3,000.00	2,950.00	1.67
100-00-51600-223-000	TOWN HALL PHONE	244.50	715.62	4,000.00	3,284.38	17.89
100-00-51600-225-000	TOWN HALL JANITORIAL	680.68	1,266.58	6,500.00	5,233.42	19.49
100-00-51600-380-000	TOWN HALL DEPT EXPENSES	182.79	356.10	7,000.00	6,643.90	5.09
100-00-51600-510-000	TOWN HALL PROP/LIAB INSURANCE	6,651.00	6,651.00	3,700.00	-2,951.00	179.76
100-00-51600-820-000	TOWN HALL IMPROVEMENTS	0.00	0.00	3,000.00	3,000.00	0.00
100-00-51900-313-000	OTHER GEN GOV POSTAGE	500.00	500.00	2,500.00	2,000.00	20.00
100-00-51900-390-000	OTH GEN GOV MISC EXP	0.00	0.00	56.50	56.50	0.00

Fund: 100 - GENERAL FUND

Account Number		2025 March	2025 Actual 03/31/2025	2025 Budget	Budget Status	% of Budget
100-00-51900-510-000	OTH GEN GOV PROP/LIAB INSURANC	0.00	0.00	11,000.00	11,000.00	0.00
100-00-51900-515-000	OTHER GEN GOV UNEMPLOY. COMP	0.00	0.00	200.00	200.00	0.00
GENERAL GOVERNMENT		54,605.73	135,259.51	538,854.45	403,594.94	25.10
100-00-52200-120-000	FD CHIEF SALARY	833.33	2,499.99	10,000.00	7,500.01	25.00
100-00-52200-121-000	FD ASST. CHIEF SALARY	416.66	1,249.98	5,000.00	3,750.02	25.00
100-00-52200-122-000	FD CAPT SALARY	400.00	1,300.00	6,000.00	4,700.00	21.67
100-00-52200-123-000	FD TREAS & SEC SALARY	200.00	600.00	2,400.00	1,800.00	25.00
100-00-52200-124-000	FD SAFETY/TRNG OFFICER SALARY	200.00	550.00	1,200.00	650.00	45.83
100-00-52200-126-000	FD DRILL & FIRE ALLOWANCE	485.00	2,762.50	13,000.00	10,237.50	21.25
100-00-52200-130-000	FD SOC SEC/MEDICARE	278.12	1,043.72	2,900.00	1,856.28	35.99
100-00-52200-215-000	FD TOWN ALLOW TO FD	0.00	0.00	1,000.00	1,000.00	0.00
100-00-52200-220-000	FD UTILITIES	1,349.63	1,930.78	6,695.00	4,764.22	28.84
100-00-52200-221-000	FD GRASS/SNOW	510.00	935.00	4,000.00	3,065.00	23.38
100-00-52200-223-000	FD PHONE	322.10	941.14	650.00	-291.14	144.79
100-00-52200-224-000	FD COMPUTER & WEBSITE	531.25	4,558.21	5,000.00	441.79	91.16
100-00-52200-331-000	FD TRAINING	1,039.60	2,864.23	9,270.00	6,405.77	30.90
100-00-52200-341-000	FD SUPPLIES	179.82	613.49	3,500.00	2,886.51	17.53
100-00-52200-360-000	FD VEHICLE MAINT	1,660.45	2,293.25	25,000.00	22,706.75	9.17
100-00-52200-361-000	FD FIRE HALL MAINT	2,569.68	2,569.68	10,000.00	7,430.32	25.70
100-00-52200-362-000	FD SERVICE/REPAIR EQUIP	0.00	2,599.52	7,000.00	4,400.48	37.14
100-00-52200-380-000	FD DEPT EXPENSES	0.00	0.00	1,500.00	1,500.00	0.00
100-00-52200-390-000	FD MISC EXP	388.31	388.31	1,000.00	611.69	38.83
100-00-52200-510-000	FD PROP/LIAB INSURANCE	0.00	3,152.60	23,000.00	19,847.40	13.71
100-00-52200-810-000	FD EQUIPMENT	0.00	142.44	4,000.00	3,857.56	3.56
100-00-52210-000-000	2% FIRE DUES SERVICE AWARD	0.00	10,000.25	10,300.00	299.75	97.09
100-00-52210-128-000	2% FIRE DUES INSPECT REL TRAIN	0.00	0.00	515.00	515.00	0.00
100-00-52210-322-000	2% FIRE DUES FIRE INSPECT & PU	0.00	1,740.00	5,665.00	3,925.00	30.71
100-00-52210-810-000	2% FIRE DUES DIST EQUIPMENT	0.00	9,560.00	17,510.00	7,950.00	54.60
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	78,283.80	78,283.80	0.00	100.00
100-00-52310-122-000	FIRST RESPONDER CAPT SALARY	208.33	624.99	2,625.00	2,000.01	23.81
100-00-52310-127-000	FIRST RESPONDER CALL ALLOWANCE	825.00	3,990.00	15,500.00	11,510.00	25.74
100-00-52310-130-000	FIRST RESPONDER SOC SEC/MEDICA	79.08	353.15	1,200.00	846.85	29.43
100-00-52310-331-000	FIRST RESPONDER TRAINING	200.00	420.00	2,000.00	1,580.00	21.00
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	756.88	1,065.54	6,000.00	4,934.46	17.76
100-00-52400-213-000	BUILDING INSPECTOR CONTRACT	0.00	0.00	115,000.00	115,000.00	0.00
PUBLIC SAFETY		13,433.24	139,032.57	562,740.80	423,708.23	24.71
100-00-53001-000-000	GENERAL ENGINEERING	0.00	0.00	10,000.00	10,000.00	0.00
100-00-53100-110-000	PUBLIC WORKS WAGES	0.00	0.00	67,000.00	67,000.00	0.00
100-00-53100-130-000	PUBLIC WORKS SOC SEC/MEDICARE	0.00	0.00	5,125.00	5,125.00	0.00
100-00-53100-131-000	PUBLIC WORKS WRS	0.00	0.00	4,657.00	4,657.00	0.00
100-00-53100-132-000	PUBLIC WORKS HEALTH INS	0.00	0.00	18,260.00	18,260.00	0.00
100-00-53100-380-000	PUBLIC WORKS DEPT EXPENSES	715.00	715.00	5,000.00	4,285.00	14.30
100-00-53101-000-000	GENERAL MAINT LOCAL RDS	2,556.78	2,556.78	115,000.00	112,443.22	2.22
100-00-53102-000-000	HWY & ST. CONST LOCAL RDS	0.00	0.00	160,000.00	160,000.00	0.00
100-00-53103-000-000	TRAFFIC CONTROL	94.69	94.69	1,500.00	1,405.31	6.31
100-00-53104-000-000	RD INSPECTOR HRLY WAGE	0.00	957.00	0.00	-957.00	0.00
100-00-53104-130-000	RD INSPECTOR SOC SEC/MEDICARE	0.00	73.20	0.00	-73.20	0.00

Fund: 100 - GENERAL FUND

Account Number		2025	2025	2025	Budget	% of
		March	Actual 03/31/2025	Budget	Status	Budget
100-00-53104-390-000	RD INSPECTOR MISC	0.00	58.19	0.00	-58.19	0.00
100-00-53105-000-000	DRAINAGE & CULVERTS	660.20	660.20	15,000.00	14,339.80	4.40
100-00-53106-000-000	SNOW REMOVAL EXPENSE	17,253.35	17,420.79	101,557.37	84,136.58	17.15
100-00-53107-000-000	SNOW REMOVAL PRIV ROADS	2,880.43	3,371.13	9,000.00	5,628.87	37.46
100-00-53420-000-000	STREET LIGHTING	23.09	1,588.81	9,000.00	7,411.19	17.65
100-00-53432-000-000	SIDEWALK MAINT	0.00	0.00	1,000.00	1,000.00	0.00
100-00-53440-450-000	STORM WATER PLANNING	0.00	0.00	5,000.00	5,000.00	0.00
100-00-53440-451-000	STORM WATER MANAGEMENT	841.85	841.85	30,000.00	29,158.15	2.81
100-00-53630-000-000	REFUSE & GARBAGE COLLECTION	29,258.75	62,356.54	430,780.00	368,423.46	14.48
100-00-53635-000-000	RECYCLING	17,489.25	34,978.50	193,500.00	158,521.50	18.08
100-00-53640-000-000	WEED & NUISANCE CONTROL	0.00	0.00	200.00	200.00	0.00
PUBLIC WORKS		71,773.39	125,672.68	1,181,579.37	1,055,906.69	10.64
100-00-54100-000-000	PUBLIC HEALTH ANIMAL CONTRO	0.00	0.00	1,500.00	1,500.00	0.00
100-00-54110-000-000	DOG TAX FEES PAID TO COUNT	0.00	0.00	1,200.00	1,200.00	0.00
HEALTH AND HUMAN SERVICES		0.00	0.00	2,700.00	2,700.00	0.00
100-00-55200-110-000	PARKS WAGES	489.25	1,790.88	8,000.00	6,209.12	22.39
100-00-55200-130-000	PARKS SOC SEC/MEDICARE	37.42	137.00	612.00	475.00	22.39
100-00-55200-363-000	PARKS MAINTENANCE EXP	649.47	1,506.88	20,000.00	18,493.12	7.53
100-00-55200-390-000	PARKS MISC EXP	173.14	242.56	2,000.00	1,757.44	12.13
100-00-55201-820-000	PARKS IMPROVEMENTS	0.00	0.00	2,500.00	2,500.00	0.00
CULTURE, RECREATION AND EDU.		1,349.28	3,677.32	33,112.00	29,434.68	11.11
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.	0.00	0.00	1,000.00	1,000.00	0.00
100-00-56200-457-000	ECONOMIC DEV 21 SOUTH	0.00	0.00	1,800.00	1,800.00	0.00
100-00-56300-110-000	PLANNING COMMISSION WAGES	375.00	750.00	1,800.00	1,050.00	41.67
100-00-56300-390-000	PLANNING COMMISSION MISC EXP	18.00	18.00	500.00	482.00	3.60
100-00-56400-452-000	LAND USE/ZONING SURVEYING & FYG	170.00	170.00	3,000.00	2,830.00	5.67
100-00-56400-453-000	LAND USE/ZONING ENGINEERING	1,000.00	1,000.00	39,000.00	38,000.00	2.56
100-00-56400-454-000	LAND USE/ZONING STM WATER POND	0.00	0.00	50,000.00	50,000.00	0.00
CONSERVATION AND DEVELOPMENT		1,563.00	1,938.00	104,700.00	102,762.00	1.85
100-00-57100-000-000	LRP ENGINEERING & CONSTRUCT	29,795.00	29,795.00	50,000.00	20,205.00	59.59
100-00-57102-000-000	LPR SOUTH LEG ROUNDABOUT	0.00	5,000.00	40,000.00	35,000.00	12.50
100-00-57103-000-000	PUBLIC WORKS VEHICLE	0.00	0.00	25,000.00	25,000.00	0.00
100-00-57200-000-000	RESERVE FOR TOWN REVALUATION	0.00	0.00	10,000.00	10,000.00	0.00
100-00-57302-000-000	LEONARD POINT DETENTION POND	0.00	0.00	78,000.00	78,000.00	0.00
100-00-57500-000-000	JONES PARK	0.00	0.00	35,000.00	35,000.00	0.00
CAPITAL OUTLAY		29,795.00	34,795.00	238,000.00	203,205.00	14.62
100-00-58100-610-000	GO REFUNDING BOND PRINCIPAL	275,000.00	275,000.00	406,415.00	131,415.00	67.66
100-00-58200-620-000	OMRO ROAD INTEREST	50,445.80	50,445.80	0.00	-50,445.80	0.00
100-00-58201-620-000	STORM SEWER INTEREST	17,724.20	17,724.20	0.00	-17,724.20	0.00
DEBT SERVICE		343,170.00	343,170.00	406,415.00	63,245.00	84.44
Total Expenses		515,689.64	783,545.08	3,068,101.62	2,284,556.54	25.54

Fund: 100 - GENERAL FUND

Account Number	2025	2025	2025	Budget	% of
	March	Actual 03/31/2025	Budget	Status	Budget
Net Totals	-482,741.15	-484,259.28	0.00	484,259.28	

TOWN OF ALGOMA
RECONCILED BANK & INVESTMENT BALANCES
AS OF 03/31/2025

Bank	Type	Interest Rate	Balance	Notes
Bank First	Checking (Sweep)		\$ 14,960.00	
	Money Market	4.49%	\$ 1,010,357.17	
	Special Accounts	4.49%		
	Parks Money Market		\$ 109,521.74	
	ARPA Funds Money Market		\$ -	Closed
	Tax Accounts (Used for collection)			
	Tax Account		\$ -	
	Refund Account		\$ -	Closed
U.S. Bank	Local Government Investment Pool (LGIP)	4.39%	\$ 1,319,777.55	
Total Cash and Investments			\$ 2,454,616.46	



AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors

From: Maggie Mahoney, Administrator

Date: April 16, 2025

RE: Ordinance 2025-02, An Ordinance Repealing Chapter 288 of the Code of Ordinances for the Town of Algoma Relating to Snow Removal on Private Roads

SUMMARY: The Town Board discussed this topic at their February 19, 2025 meeting and directed staff to proceed with an ordinance for repeal. The ordinance to repeal was introduced at the March 19, 2025 Town Board meeting. A number of property owners on these private roads provided feedback prior to the meeting and attended the meeting to share their concerns for repealing the ordinance as well as their ideas for how the town could adjust the fee to cover the cost of staff time to retain this arrangement.

The discussions with residents also brought to light a few things:

1. There is confusion on private versus public roads and the responsibility for maintenance and liability.
2. Most of these private property owners are not aware of this private road snow removal arrangement and how it is billed.
3. Algoma Sanitary District #1 is a separate entity from the town and any infrastructure they own and easements for access are not town matters.

Based on this feedback and discussion, staff recommends not repealing the ordinance and will instead bring forward an amendment to the ordinance to revise the fees at a future meeting. This means the private snow removal arrangement will continue.

The ordinance to repeal and current code, Chapter 288, are attached.

RECOMMENDED ACTION: Staff recommends not approving the repeal of this ordinance.

ATTACHMENTS:

1. Ord 2025-02 Repealing Ch 288 Snow Removal on Private Roads
2. Ch 288 Snow Removal on Private Roads

ORDINANCE NO. 2025 – 02

**AN ORDINANCE REPEALING CHAPTER 288 OF THE CODE OF ORDINANCES FOR THE TOWN OF
ALGOMA, RELATING TO SNOW REMOVAL ON PRIVATE ROADS**

The Town Board of the Town of Algoma ordains as follows:

1. That Chapter 288 of the Municipal Code of the Town of Algoma relating to snow removal on private roads be, and hereby is, repealed.
2. That the effective date for the ordinance is _____.
3. That this ordinance shall be posted and/or published, as provided by law.

Adopted by the Town Board of Algoma, Winnebago County, Wisconsin, on this _____ day of _____, 2025.

Joel Rasmussen, Town Chair

ATTEST:

Katherine Reinbold
Municipal Clerk/Treasurer

ARTICLE I
Snow Removal on Private Roads
[Adopted 8-19-1998 by Ord. No. 96; ¹]

§ 288-1. Contract for snow removal.

The Town shall contract with private contractors or Winnebago County for removal of snow from those private roads designated by the Town Road/Drainage Coordinator. The owners of properties abutting upon such roadways shall reimburse the Town for the actual cost of the service plus an administrative processing fee to be determined by the Town Board.

§ 288-2. Costs.

The cost of plowing private roads shall be divided equally among the parcels fronting on all the private roads which are plowed. The Town Board shall levy special charges pursuant to § 66.0627, Wis. Stats., to reimburse the Town for plowing expense plus the administrative processing fee. Contractors performing snow removal services shall be required to itemize their billing showing work performed on private roads at the rate specified in their contract with the Town. The Town Board shall review these billings annually and adjust the assessment to reflect actual cost.

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



AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors

From: Maggie Mahoney, Administrator

Date: April 16, 2025

RE: Ordinance 2025-03, An Ordinance Amending Chapter 184 of the Code of Ordinances for the Town of Algoma Relating to Open Burning

SUMMARY: The Town Board discussed burning at their August 21, 2024 and introduced an ordinance revising the open burning code at their March 19, 2025 meeting.

Ordinance 2025-03 amending the open burning code for the town is attached. A version including the changes noted in red text and strike throughs is also included. Here is a summary of the proposed changes:

- Increase minimum distance of fire from structure or property line from 10 feet to 15 feet.
- Removes dry leaves as an item that can be burned. Specifies that leaves and grass may not be burned.
- Language regarding being a considerate neighbor with smoke was replaced with stronger language stating that smoke cannot be produced that is a public nuisance.
- Added specifications for outdoor fireplace assembly.
- Simplified the violations and penalties language to not list a separate violation for each type of offense.
- Increases the amount that may be paid by for the violation:
 - Increasing the overall amount of the forfeiture to a range of \$100 to \$500
 - Adds the ability of the town to be compensated for reasonable costs spend to deal with the fire.
 - Must pay restitution to person or property injured or damaged in the fire.
 - Costs of prosecution.

The town attorney has reviewed the proposed amendments for violations and penalties.

RECOMMENDED ACTION: Staff recommends approval of the ordinance as presented. If the Town Board agrees the following motion may be made:

“Motion to approve Ordinance 2025-03, An Ordinance Amending Chapter 184 of the Code of Ordinances for the Town of Algoma Relating to Open Burning.”

ATTACHMENTS:

1. Ord 2025-03 Amending Ch 184 Open Burning
2. Draft showing ordinance 2025-03 revisions

ORDINANCE NO. 2025-03
AN ORDINANCE AMENDING CHAPTER 184 OF THE CODE OF ORDINANCES FOR THE TOWN OF
ALGOMA RELATING TO OPEN BURNING

The Town Board of Supervisors of the Town of Algoma, Winnebago County, Wisconsin, do ordain as follows:

1. **AUTHORITY/ PURPOSE.** The Town Board of the Town of Algoma, Winnebago County, Wisconsin, has the specific authority under s. 66.0113, Wis. stats., to adopt this ordinance. The purpose of this ordinance is for the Town of Algoma to provide for the public safety and protection of persons and property.
2. **AMENDMENT.** Sections 184.1, 184.2, 184.3, 184.4 and 184.5 of the Municipal Code for the Town of Algoma, Winnebago County, Wisconsin, are restated as follows:

§ 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. No leaves or grass may be burned.
- D. Burning is prohibited when wind velocity exceeds 10 miles per hour.
- E. Fires may be no less than 15 feet from any structure or property line.
- 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. Burning shall not produce smoke that causes a public nuisance.

§ 184-3. Specific regulations.

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

A. Open burning.

- (1) Fires shall not exceed three feet in diameter.
- (2) Only charcoal, clean untreated wood, regardless of diameter, brush, and nontreated paper products shall be burned. (See Subsection C prohibitions.)
- (3) The outdoor fireplace shall be an assembly of that includes a bowl for holding the wood, screen sides, and a cover to contain the embers/sparks, and supports to assure clearances to combustibles.

B. Burn barrels.

- (1) Only dry paper, 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) 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 provisions of this article.

§ 184-5. Violations and penalties.

Any person violating the provisions of this article will be subject to forfeiture not less than one hundred dollars (\$100.00) and not more than five hundred dollars (\$500.00) for each offense, plus reasonable costs incurred by the Town in fighting and putting out such fire, plus an amount to be paid in restitution to any person whose person or property is injured or damages by such fire. Any person subject to forfeiture under this article must also pay the costs of prosecution.

3. EFFECTIVE DATE.

This ordinance is effective on publication or posting.

Adopted by the Town Board of Algoma, Winnebago County, Wisconsin on this _____ day of _____, 2025

Joel Rasmussen, Town Chair

ATTEST:

Katherine Reinbold
Municipal Clerk/Treasurer

ORDINANCE NO. 2025-03
AN ORDINANCE AMENDING CHAPTER 184 OF THE CODE OF ORDINANCES FOR THE
TOWN OF ALGOMA RELATING TO OPEN BURNING

§ 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. **No leaves or grass may be burned.**
- D. Burning is prohibited when wind velocity exceeds 10 miles per hour.
- E. Fires may be no less than ~~10~~**15** feet from any structure or property line.
- 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.~~ Burning shall not produce smoke that causes a public nuisance.

§ 184-3. Specific regulations.

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

A. Open burning.

- (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.)
- (3) The outdoor fireplace shall be an assembly of that includes a bowl for holding the wood, screen sides, and a cover to contain the embers/sparks, and supports to assure clearances to combustibles.

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) 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 provisions of this article.

§ 184-5. Violations and penalties.

Any person violating the provisions of this article will be subject to forfeiture not less than one hundred dollars (\$100.00) and not more than five hundred dollars (\$500.00) for each offense, plus reasonable costs incurred by the Town in fighting and putting out such fire, plus an amount to be paid in restitution to any person whose person or property is injured or damages by such fire. Any person subject to forfeiture under this article must also pay the costs of prosecution.

~~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.~~

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

~~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.~~

~~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.~~



AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors

From: Katie Reinbold, Clerk/Treasurer

Date: April 16, 2025

RE: Ordinance 2025-04, An Ordinance Repealing Chapter 281 of the Code of Ordinances for the Town of Algoma Relating to Soda Water Beverages

SUMMARY:

The State of Wisconsin has repealed the authority to issue municipal soda licenses. State Statute 66.0433 is currently titled Licenses for Nonintoxicating Beverages. Previously it was titled Licenses for Nonintoxicating and Soda Water Beverages. With the State's repeal, the Town of Algoma must repeal Chapter 281 of the Town's code.

RECOMMENDED ACTION: Staff recommend repeal of the current ordinance which is effective immediately. Should the Board agree, the following motion may be made:

"Motion to approve Ordinance No. 2025-04 An Ordinance Repealing Chapter 281 of the Code of Ordinances for the Town of Algoma Relating to Soda Water Beverages."

ATTACHMENTS:

1. Ordinance No. 2025-04
2. Ch. 281 Soda Water Beverages (current code)

ORDINANCE NO. 2025 – 04

**AN ORDINANCE REPEALING CHAPTER 281 OF THE CODE OF ORDINANCES FOR THE
TOWN OF ALGOMA, RELATING TO SODA WATER BEVERAGES**

The Town Board of the Town of Algoma ordains as follows:

1. That Chapter 281 of the Municipal Code of the Town of Algoma relating to soda water beverages be, and hereby is, repealed.
2. That the effective date for the ordinance is _____.
3. That this ordinance shall be posted and/or published, as provided by law.

Adopted by the Town Board of Algoma, Winnebago County, Wisconsin, on this ____ day of _____, 2025.

Joel Rasmussen, Town Chair

ATTEST:

Katherine Reinbold
Municipal Clerk/Treasurer

CAPER 281

SODA WATER BEVERAGES

§ 281-1.	License required.	§ 281-4.	Regulations applicable.
§ 281-2.	Issuance of license.	§ 281-5.	License period; violations and penalties.
§ 281-3.	License fee.		

[HISTORY: Adopted by the Town Board of the Town of Algoma 12-17-1980 by Ord. No. 18. Amendments noted where applicable.]

GENERAL REFERENCES

Alcohol beverages — See Ch. 105.

Amusements and entertainment — See Ch. 109.

§ 281-1. License required.¹

No person shall sell soda water beverages as defined in § 7.3 Wis. Stats., to be consumed on or off the premises where sold without having procured a license as provided in this chapter, nor without complying with all of the provisions of this chapter and all statutes, ordinances and regulations of the state and Town applicable thereto.

§ 281-2. Issuance of license.²

Soda water licenses shall be issued by the Town Clerk on the authority of the Town Board upon receipt from the applicant of a satisfactory application completed on forms to be supplied by the Town Clerk and upon compliance with the other requirements of this chapter, which license shall then entitle the holder thereof to manufacture, possess, sell or offer for sale, at wholesale or retail, soda water beverages.

§ 281-3. License fee.³

The fee for such license shall be set by the Town Board.

§ 281-4. Regulations applicable.⁴

The regulations regarding posting of licenses, lost licenses and health rules for fermented malt beverage licenses as contained in Chapter 105, Alcohol Beverages, Article II, Licenses, of this Code shall be applicable to soda water dealer licenses.

§ 281-5. License period; violations and penalties.

See §§ 1-1 and 1-2 of this Code.

-
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).
 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).

To: Honorable Town Chairperson and Town Supervisors

From: Maggie Mahoney, Administrator

Date: April 16, 2025

RE: Intergovernmental Agreement for Emergency Services

SUMMARY: The town is currently under an intergovernmental contract with the City of Oshkosh and 10 municipalities for the City to provide ambulance service through 2026.

In 2024 those 10 municipalities began discussing the possibility of getting their own service using a third party vendor. The group has put together an Intergovernmental Agreement (IGA) to form an Ambulance Board in order to apply for an Innovation Planning Grant. As of their last meeting on March 27, 2025, which I attended, a deadline of April 18, 2025 for a decision to join or not to join was set so I am bringing this forward for consideration.

I recommend not entering into this agreement at this time for the following reasons:

1. Less service for more money. Prior discussions have made it clear that the capital costs and staffing required to provide this service to the geographical area outside of the City of Oshkosh would not benefit the town unless it was locating in the town—which would not make sense for us to do with our proximity to the City of Oshkosh.
2. Per capita comparison for proposed and current service with the City of Oshkosh. Under this IGA the town would bear 26.5% of the cost compared to City of Oshkosh which is 7.4%. We don't know the actual numbers for the alternative service but all evidence suggests it will be more expensive than the City service.

	Proposed Ambulance Board Population	% of pop	City of Oshkosh Ambulance Service Agreement Population	% of pop	Proposed Ambulance Board Population w/o Town of Algoma	% of pop
City of Oshkosh			66,929	71.9%		
Town of Algoma	6,927	26.5%	6,927	7.4%		
Town of Black Wolf	2,431	9.3%	2,431	2.6%	2,431	12.6%
Town of Nekimi	1,334	5.1%	1,334	1.4%	1,334	6.9%
City of Omro	3,644	13.9%	3,644	3.9%	3,644	18.9%
Town of Omro	2,356	9.0%	2,356	2.5%	2,356	12.2%
Town of Poygan	1,287	4.9%	1,287	1.4%	1,287	6.7%
Town of Rushford	1,654	6.3%	1,654	1.8%	1,654	8.6%
Town of Utica	1,360	5.2%	1,360	1.5%	1,360	7.1%
Town of Winneconne	2,627	10.0%	2,627	2.8%	2,627	13.7%
Village of Winneconne	2,542	9.7%	2,542	2.7%	2,542	13.2%
TOTAL	26,162	100.0%	93,091	100.0%	19,235	100.0%

3. In the proposed IGA each municipality gets one vote, but the town has the most people and will bear the most cost comparatively.
4. It is the intent of this agreement that municipalities can opt-out at any time. However, as the biggest community, I do not think it is in the best interest of anyone for the town to join the group and opt out later. They need to determine their base group and to identify a service area and possible locations for facilities and our participation may do more harm than good. Per #16 of the IGA, the Ambulance board may consider amending the agreement to include new members, so the town could possibly opt-in later.

In addition, the County agreed to fund a feasibility study for them to provide a regional service for this area. That study will be ongoing over the next two years and the town will participate. This is a separate matter and endeavor that this group, but is another alternative. Also, as discussed previously there is the proposed legislative bill for a levy exemption for EMS services. Also, there is new leadership at the City of Oshkosh and I believe it is in the Town of Algoma's best interest to work with the City on the contract renewal terms. Ultimately, it does not make sense for us to spend more money for less service.

Finally, the attached draft was received on April 11, and at the time of this memo, the town attorney has not reviewed this version. An attorney that represents many of the municipalities cited in the IGA did reviewed it and his notes are included with the draft agreement. I would have our attorney review it only if the town board decided they wanted to proceed with approving it and any decision by the board to do so would be conditioned on town legal review.

RECOMMENDED ACTION: For the reasons stated above, Staff recommends not approving entering into this Intergovernmental Agreement at this time.

ATTACHMENTS:

1. Proposed DRAFT IGA and attorney notes

INTERGOVERNMENTAL AGREEMENT FOR EMERGENCY MEDICAL SERVICES

BY AND AMONG **TOWN OF ALGOMA**, TOWN OF BLACK WOLF, TOWN OF NEKIMI,
TOWN OF OMRO, CITY OF OMRO, **TOWN OF POYGAN**, TOWN OF RUSHFORD, TOWN OF UTICA,
TOWN OF WINNECONNE AND VILLAGE OF WINNECONNE

THIS INTERGOVERNMENTAL AGREEMENT (the “Agreement”) is made pursuant to Section 66.0301, Wis. Stats., and in consideration of the mutual covenants hereinafter set forth by and among the following municipalities, all located in Winnebago County, Wisconsin, any of which may be referred to in the Agreement as a “Party” and all may be referred to in this Agreement as “Parties”:

1. **Town of Algoma**
2. Town of Black Wolf
3. Town of Nekimi
4. Town of Omro
5. City of Omro
6. **Town of Poygan**
7. Town of Rushford
8. Town of Utica
9. **Town of Winneconne**
10. **Village of Winneconne**

RECITALS

WHEREAS, each of the above-referenced member municipalities is under a statutory mandate to provide ambulance services to its residents; and

WHEREAS, all Parties could enjoy great efficiencies and economies of scale, while expanding the level of emergency medical services provided, if the Parties cooperate in the responsibility of emergency medical services to better serve their respective citizenry; and

WHEREAS, there are private companies available to provide such services; and

WHEREAS, it is in the mutual best interest of Parties to coordinate their efforts to secure such services for their respective residents; and

WHEREAS, intergovernmental agreements to provide functions or services, including the sharing of costs of such services or functions, are specifically authorized by Section 66.0301 of the Wisconsin Statutes; and

WHEREAS, the Parties, through their respective governing bodies, have determined that it is in the best interest of their citizenry to enter into this Agreement for the following reasons:

1. To create a recognized and formally organized entity to work with other branches of government and third parties.
2. To create a representative entity to oversee the timeliness, level, and quality of ambulance service to the municipalities.
3. To create an entity to act in a unified manner in the process of negotiating future contracts for ambulance service and vetting third-party vendors on behalf of the member municipalities.
4. To provide unified reporting to the member municipalities on matters pertaining to ambulance service and to provide an entity to which the member municipalities can present their concerns and request further action.
5. To have an entity in place to educate itself as to problems in other member municipalities and to report back to their own municipality said problems and possible solutions to improve ambulance service.
6. To create an entity that can legally recognize the duly appointed representatives of each member municipality to ensure representation in dealing with ambulance issues.
7. To create an entity that can rapidly and accurately distribute important or critical information to its member municipalities and their citizenry.
8. To establish a representative entity to represent and protect the interests of the citizens of each member municipality.
9. To create an entity to oversee the financial ability of the member municipalities to afford ambulance service in the future and to obtain the best service possible at the most reasonable cost.
10. To create an entity to coordinate, oversee, and act as a liaison to assure that the ambulance service is providing for the needs of the community.
11. To create an entity to oversee and coordinate with the Sheriff's office and "911" service any problems that may occur affecting ambulance service.

AGREEMENT

NOW, THEREFORE, IT IS HEREBY AGREED, in consideration of the foregoing recitals and the mutual promises and covenants contained in this Agreement, the undersigned Member Municipalities agree as follows:

1. **CREATION:** Pursuant to Wisconsin Statute 66.0301, the member municipalities hereinafter specified consolidate their respective emergency medical services into a single-district government by a committee, hereinafter referred to as the (DISTRICT NAME TBD) EMS District (the "District"), for the purpose of providing such services in the territory defined herein.

2. **PURPOSE:** This Agreement is entered into for the purpose of forming a multi-municipality entity for provision of ambulance services within the territory hereafter specified, through purchasing/contracting paramedic level emergency medical services from a third-party provider.
3. **MEMBERS:** The following member municipalities shall be deemed part of the (DISTRICT NAME TBD) Ambulance District:
- a. Town of Algoma
 - b. Town of Black Wolf
 - c. Town of Nekimi
 - d. Town of Omro
 - e. City of Omro
 - f. Town of Poygan
 - g. Town of Rushford
 - h. Town of Utica
 - i. Town of Winneconne
 - j. Village of Winneconne
4. **TERRITORY:** The following governmental entities are hereby designated as areas to be afforded ambulance service by the District:
- a. Town of Algoma, Winnebago County
 - b. Town of Black Wolf, Winnebago County
 - c. Town of Nekimi, Winnebago County
 - d. Town of Omro, Winnebago County
 - e. City of Omro, Winnebago County
 - f. Town of Poygan, Winnebago County
 - g. Town of Rushford, Winnebago County
 - h. Town of Utica, Winnebago County
 - i. Town of Winneconne, Winnebago County
 - j. Village of Winneconne, Winnebago County
5. **EMS DISTRICT BOARD OF COMMISSIONERS:** The District shall be governed by a Board of Commissioners, hereinafter referred to as the (DISTRICT NAME TBD) Ambulance Board (the “Ambulance Board”). The Ambulance Board shall be responsible for establishing policies pertaining to the operation of the District. References herein to actions by the District shall be understood to mean actions by the Ambulance Board doing business as and in the name of the District.

- a. **Ambulance Board Composition.** The Ambulance Board shall consist of one (1) member-appointed member (herein referred to as “Commissioner”) from the governing body of each participating member municipality. Each Commissioner shall have one (1) vote on all matters pertaining to the District.
- b. **Commissioner Appointment.** One (1) Commissioner shall be appointed by the governing body of each participating member municipality. Each member municipality may appoint an alternate member in case their primary Commissioner representative cannot attend a meeting or is ineligible to vote on a matter due to a personal conflict of interest. Each member municipality shall determine its own procedures for appointment of Commissioners and may change the appointee at its own discretion upon reasonable notice to other member municipalities and the District.
- c. **Commissioner Vacancies.** Each member municipality shall have the responsibility and right to fill any vacancy should their respective appointed Commissioner be unable to continue to serve.

6. POWERS OF THE AMBULANCE BOARD

- a. The Ambulance Board, doing business as and in the name of the District, shall have the power to enter into agreements for the provision of emergency medical services with third-party providers with the following provisions:
 - 1. Any such agreements for the provisions of emergency medical services shall not exceed six (6) years in length.
 - 2. Each Party shall pay its share of the cost for provision of emergency medical services as determined by the financing formula set forth in Section 10 of this Agreement.
 - 3. Power to accept agreements shall be done by action of each municipality, through their respective board-appointed representative (Commissioner).
 - 4. Any such agreement must be approved by an affirmative vote of all Ambulance Board Commissioners representing member municipalities.
 - a. If a vote to execute a contract for ambulance service with a provider produces only a majority affirmative vote, but does not yield a unanimous affirmative vote from the total membership of the Ambulance Board of Commissioners, the member municipalities still wishing to pursue the contract in question can reevaluate the contract terms to understand if it would still produce acceptable service at an affordable rate without including the member

municipality/municipalities which dissented from approval of it. If such reevaluation determines the contract would still be feasible only for those in support of it, the Ambulance Board shall have the authority to call a vote to consider relieving the dissenting member municipality/municipalities from being Party to this Agreement moving forward.

- b. The Ambulance Board may adopt, repeal or modify rules and policies for the operation of the District and calculated to secure the best service to the District.
- c. The Ambulance Board shall not have the authority to levy taxes, issue bonds, borrow money, or enter contracts to commit funds except as provided in subsections (a) herein.

7. **OFFICERS:** The Ambulance Board shall elect from among themselves a Chairperson, Vice-Chairperson and Secretary, each of whom shall serve a term of two years. The Ambulance Board may appoint an Assistant Secretary who need not be a member of the Commission. The Assistant Secretary shall not have voting powers as he/she is not a Commissioner. Election of officers shall take place in May of odd-numbered years, following the Spring Local Elections in April of that year, except that at the inception of the District, officers shall be elected to serve until May of the next odd-numbered year. There shall be no limit to the number of terms an officer may serve. Officer responsibilities shall be as follows:

- a. **Chairperson.** The Chairperson shall preside at all meetings, execute any necessary documents and in general perform all duties incident to the office of chairperson.
- b. **Vice-Chairperson.** The Vice-Chairperson shall perform the responsibilities of Chairperson in the Chairperson's absence.
- c. **Secretary.** The Secretary shall keep the minutes of the meetings of the Ambulance Board, see that all notices are duly given/posted and shall be the Custodian of Records of the Ambulance Board. The Assistant Secretary shall perform in conjunction with or in the absence of the Secretary, all of the assigned duties as herein specified.

8. **AMBULANCE BOARD MEETINGS:**

- a. Regular Meetings. The Ambulance Board shall meet quarterly, unless the Board determines to omit or change a meeting, or have additional meetings as necessary. Notice of the date, time and agenda for each meeting shall be given to the Clerk of each of the member municipalities to give notice to their respective citizens in compliance with Wisconsin Open Meetings Law in accordance with the notification procedures regularly used by each member

municipality. In addition, written notice of each regular meeting of the Ambulance Board shall be emailed (or mailed by regular mail if requested by the Commissioner) to each Commissioner at least five (5) days prior to the meeting. Each such notice shall include the proposed agenda for the meeting.

- b. Special Meetings. Special meetings may be called by the Chairperson or at the request of a majority of Commissioners. Notice shall be given in compliance with the Wisconsin Open Meetings Law and delivery of the notice, including proposed agenda to the Commissioners at least forty-eight (48) hours prior to the commencement of any such special meeting, or where for good cause the forty-eight (48) hours notice is impossible or impractical, at least two (2) hours prior to the special meeting.
- c. Attendance of a simple majority of Commissioners shall constitute a quorum for transacting all business. All voting shall be by simple majority of Commissioners present, except as otherwise provided in this Agreement.
- d. Conduct of the meetings of the Commission shall generally be guided by the rules contained in the latest edition of Robert's Rules of Order.
- e. The Commission shall provide its minutes to the governing body of its member municipalities and shall annually prepare a summary report about its activities and accomplishments. Such annual report shall be provided to the governing body of its member municipalities by March 31 of each year.

9. **FACILITIES:** The District shall provide facilities for ambulance equipment storage and, if needed, lodging accommodations for a third-party emergency medical services provider under any contract entered with the provider pursuant to this Agreement. The cost-sharing for initial construction and ongoing maintenance of the facilities, including cost of utilities, shall be spelled out in Addendum A, to be drafted and approved separately once the Ambulance Board has negotiated such terms with a member municipality willing to host a facility and in conjunction with any agreement between the District and a service provider. Any capital improvement cost which may be required in order to meet the conditions, obligations and requirements of any contract entered into with a third-party provider pursuant to this Agreement shall be shared between all member municipalities, with each party's proportional contribution toward capital improvement costs calculated using the formula set forth in Section 10 of this Agreement.

10. **PAYMENT OF CONTRACTED AMBULANCE SERVICE COSTS:** Each Party's annual financial contribution to the third-party contract for ambulance services entered into under this Agreement shall be based on a per capita fee determined by the most recent population estimates provided by the Wisconsin Department of Administration. Said costs shall be paid directly to the ambulance service provider on a quarterly basis, or at other intervals as required by the service provider.

11. **AGREEMENT TO TAKE EFFECT.** This Agreement shall go into effect on the date the Agreement is signed by all Municipal Board Member's respective Chairperson, Mayor or President, and shall continue in full force and effect as to each of them for so long as contracted ambulance services remain outstanding. This Agreement will remain valid and in full force and effect until superseded by an Agreement signed by all Municipalities then Member to this Agreement.

12. **NOTICE:** All notices, demands or consents required or permitted by this Agreement shall be deemed effective when personally delivered in writing or three (3) days after notice is deposited with the U.S. Postal Service, and addressed to each Party as follows:

Town of Algoma: Town Administrator
 15 North Oakwood Road
 Oshkosh, WI 54904

Town of Black Wolf: Town Clerk
 380 Black Wolf Ave
 Oshkosh, WI 54902

Town of Nekimi: Town Clerk
 3790 Pickett Road
 Oshkosh, WI 54904

Town of Omro: Town Clerk
 4205 Rivermoor Road
 Omro, WI 54963

City of Omro: City Administrator
 205 S. Webster Ave
 Omro, WI 54963

Town of Poygan: Town Clerk
 8693 Town Hall Road
 Winneconne, WI 54986

Town of Rushford: Town Clerk
 3413 County Road K
 Omro, WI 54963

Town of Utica: Town Clerk
1730 County Road FF
Oshkosh, WI 54904

Town of Winneconne: Town Clerk
6494 County Road M
Winneconne, WI 54986

Village of Winneconne: Village Administrator
30 South 1st Street
Winneconne, WI 54986

13. **NON-RENEWAL WITHDRAWAL OF EMS DISTRICT MEMBERSHIP:** Should a member municipality determine it is in the best interest to ~~not renew~~ **discontinue** its membership in the EMS District, notice of such intent shall be given to the Ambulance Board in writing not later than six (6) months prior to the end of the Ambulance Services Contract term then-in effect. Failure to give notice in a timely manner will result in said member municipality's membership automatically **renewing** **continuing** in the district for at least one additional year, adjusted depending on any contracted commitments made to a third-party ambulance provider.
No withdrawing member municipality may claim any portion of the assets of the District or be entitled to any compensation for past contributions to the District of any kind. Any such withdrawal shall not affect any obligation and liabilities of the withdrawing member municipality incurred prior to the effective date of the withdrawal.
14. **LIABILITY OF WITHDRAWING MEMBER MUNICIPALITY:** Any withdrawing member municipality shall remain liable for its respective share of contracted ambulance service costs in accordance with any service agreement placed into effect when it was a member.
15. **REASONABLE EFFORTS, GOOD FAITH; DISPUTE RESOLUTION:** The Parties agree to work diligently together and in good faith, using reasonable efforts to resolve any unforeseen issues and disputes and to expeditiously take such actions as are necessary and appropriate to perform the duties and obligations of this Agreement. This Agreement and the interpretation of any provision hereof shall be governed by the laws of the State of Wisconsin. Any dispute between the parties arising out of, or in any way related to, the interpretation, implementation or performance of this Agreement shall be resolved by binding arbitration conducted in accordance with the provisions of Chapter 788 of the Wisconsin Statutes. Each of the parties shall submit a list of three (3) acceptable arbitrators, of which arbitrators must be either active or retired attorneys. From such lists of acceptable arbitrators, the parties shall attempt to select one (1) individual to act as the arbitrator. If the parties do not agree on an arbitrator from such list, then the parties shall each

agree on one (1) individual from each of their lists to meet to pick a third- party arbitrator. If the parties do not agree on the selection of an arbitrator, or do not provide a list of arbitrators, then any party may resort to judicial assistance for the purposes of selecting an arbitrator, and for that purpose only. The parties agree to be equally liable for the expenses of any arbitrator or arbitrators. The decision of any arbitrator shall be binding upon the parties and may be entered into judgment in any court of law. No party shall resort to any legal actions under this Agreement but rather shall be bound by the arbitrator' s decision. The parties waive any objections to the procedures set forth in this Agreement based upon statutory provisions related to arbitration or alternate dispute resolution. Notwithstanding anything contained herein to the contrary, the provisions of this paragraph shall not be interpreted or construed to limit or otherwise impair the right of a party to obtain either temporary or permanent injunctive relief.

16. **ADDITION OF NEW MEMBER MUNICIPALITIES:** The Ambulance Board may, from time-to-time consider amending this Agreement to include additional member municipalities. This shall be done with a vote of the Ambulance Board to enter into discussions with the ambulance service provider to determine if the additional “new” member municipality may be added without severely diminishing the service of the existing member municipalities, or adding additional costs without either providing revenue to sufficiently offset those costs, or provide other benefits determined to be advantageous to the District as a whole. Once the questions of the Ambulance Board have been satisfied, a vote to accept or reject the additional member municipality shall be taken by the Ambulance Board. Amendment admitting additional member municipalities for ambulance service shall require the consent of a majority of the member municipalities of the District, and shall then require an amendment to this Agreement as specified under Section 17, herein.
17. **ENTIRE AGREEMENT; AMENDMENTS TO THIS AGREEMENT:** This Agreement contains the entire agreement between the Parties and shall not be modified in any matter except as provided herein. This Agreement may be amended, modified, or changed in whole or in part, only by an affirmative vote of ~~sixty-percent (60%)~~ a majority of all Commissioners representing the member municipalities.
18. **EXECUTION OF AGREEMENT; AUTHORITY:** Each Party represents and warrants that it has taken all actions that are necessary or that are required by applicable law to legally authorize the undersigned signatories to execute this Agreement on behalf of the Party and to bind the Party to its terms. This Agreement shall not become effective or binding until it has been approved by the governing bodies of each Party and fully executed by all required signatories of each Party. This Agreement may be executed in multiple counterparts or duplicate originals, each of which shall constitute and be deemed as one and the same document.

19. **DISSOLUTION OF AGREEMENT:** If five (5) years have passed from the date on which this Agreement becomes effective, and the District has not yet fulfilled its purpose as specified under Section 2, herein, the District itself shall dissolve and cease to exist, unless reaffirmed by a subsequent Agreement executed for the purpose of superseding the current one.

(Signature Pages to Follow)

DRAFT

IN WITNESS WHEREOF, we, the undersigned Member Municipalities, pursuant to the specific authority and direction of our respective governing bodies, hereby approve this Agreement, to be effective on the date in which this Agreement is fully executed by all required signatories.

TOWN OF ALGOMA

Dated: _____

By: _____
Town Chairperson

Attest: _____
Town Clerk

(Signature Page 1 of 10)

From Attorney Blazel -
My initial comments are as follows:

Section 5.a. is not clear. I think that it should say that the ambulance board will consist of 10 members. **We don't know the quantity of total members until the agreement is executed. It currently states there will be one appointed member, "from the governing body of each participating member municipality," which would be/will remain accurate regardless of how many municipalities end up joining.**

Section 6.a. is fine but it allows a municipality to fail to approve and the only option for the other members is to renegotiate a price with fewer members and to allow the dissenting member out of the agreement. This can be particularly problematic in the future if there is an EMS facility that all of the members have an interest in. **Could be solved with clause stating that anyone leaving the agreement in the future would forfeit claims to existing district assets. The current Emro-Rushford Fire Department agreement works the same way. Proposed additional language can be found in green in Section 13.**

Section 9 needs to be expanded to describe what is meant by "facilities". You may know what is meant but a person who is not familiar with EMS services should be able to read this and understand what is being contemplated. **Clarifying text has been added in green font in this section to address this.** In addition, Addendum A that is referenced in that section needs to be attached before signing. **Unfortunately, this is not possible in this situation. Facilities have yet to be created and we cannot begin to know what they will look like, where they should be located and who will host them until we can form the district in the first place.** The parties will have to determine what happens to the facility if a municipality wants out of the agreement. Does that municipality lose all rights to the facility? **Now addressed in green in Section 13.** What happens if the facility is located on land owned by a municipality that wants to leave the agreement? The building of a facility might need to be on land owned by the commission so that it would not belong to any one member. **Yes, that would be an ideal scenario, if possible.** We would have to look into that to make sure we can do something like that. **This will all need to be negotiated and spelled out in Addendum A. But again, we can't even get to that point until the IMA is approved and we have a finalized list of members.**

Section 10 calls for payment on a per capita basis. I have no objection to this if you find it to be a fair method to apportion the costs. **Six municipalities have already approved of this funding method.**

Section 13 is fine, but we may want to address what happens to the interest in the EMS facility if a member leaves the agreement or it is completely abandoned. **"If a member leaves" we believe this is now addressed with green text in Section 13. The "if (a facility) is completely abandoned" concern will need to be spelled out in Addendum A.** In addition, a member municipality could get out of the agreement by just not approving pursuant to section 6.a. - so the six-month notice of intent to leave the agreement may not mean much. **6.a. was drafted to allow a member to be able to join the district for the purpose of creating the district with the intent to find new service. However, there was concern over whether or not the ultimate service contract negotiated would**

be a good fit for everyone and some wanted an "out" in case it wasn't. Others did not want to be prohibited from moving forward with a service contract they feel works for them, or be "held hostage" due to one or two holdouts, so Sub-Section "a" was added to 6.a. As-written, Section 6.a.a. would apply at times when "EW" or renewal service contracts are being negotiated/approved by the District. It's not applicable after the service contract has been executed. Section 13 addresses member municipalities wanting to withdraw at any other time.

Section 16 and 17 appear to have contradictory language. Section 16 states that new members may be admitted on a majority vote which requires an amendment to the agreement under section 17. Section 17 requires a 60% vote to amend the agreement. **This was not initially dealt with since a majority of 10 member would also constitute 60%.** Section 17 has since been revised to say "a majority of"



AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors

From: Katie Reinbold, Clerk/Treasurer

Date: April 16, 2025

RE: Facility Rental Temporary Suspension

SUMMARY:

The Town currently has an ordinance, a policy, and an agreement for the rental of the Town Hall. The three documents are not cohesive and need to be repealed, updated or replaced. Staff have been working to get all of this cleaned up and only have a policy and/or agreement to work with when renting out the town hall.

During the process, staff have identified some more complex situations, including staffing, that need more time to resolve.

RECOMMENDED ACTION: Staff recommend a temporary suspension on hall rentals until there is a revised policy/agreement in place and to thoroughly work through all situations.

This hopefully can be resolved for the 2026 rental year and changes would be effective for rentals starting January 1, 2026. Anyone that has currently paid for a rental day in 2025 will be able to still have their event. Staff proposes a suspension to start immediately, as of April 17, 2025.

Should the Board agree, the following motion may be made:

“Motion to approve temporarily suspending new Town Hall rentals for the remainder of 2025.”

ATTACHMENTS: None



AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors

From: Maggie Mahoney, Administrator

Date: April 16, 2025

RE: Appointments

SUMMARY: The following appointments are being made. Some require action and others do not as noted below:

i. Discussion and possible action: Planning Commission Members

The town chair recommends approval of the following appointments for the two member positions with terms expiring in April 2025. *The terms for both of these positions are 3 year terms.*

Bill Van Aacken

Scott Fischer

Should the Town Board the following motion may be made:

"Motion to approve Bill Van Aacken and Scott Fisher to the Planning Commission for three year terms expiring in April 2028."

ii. Discussion and possible action: Confirm Clerk/Treasurer Katherine Reinbold

Should the Town Board agree the following motion may be made:

"Motion to confirm Clerk/Treasurer Katerine Reinbold."

iii. Discussion and possible action: Confirm Fire Chief Kevin Sawicki

Should the Town Board agree the following motion may be made:

"Motion to confirm Fire Chief Kevin Sawicki."

iv. Discussion Only: Town Board Members on Commissions and Committees

Planning Commission:

Daniel Martin for a term of one year expiring in April 2026

Board of Review:

Patricia "Petey" Clark and Michael Brooks for a term of one year expiring April 2026

ATTACHMENTS: None



AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors

From: Maggie Mahoney, Administrator

Date: April 16, 2025

RE: 2024 MS4 Annual Report

SUMMARY: The MS4 annual report is a document that municipalities with Municipal Separate Storm Sewer Systems (MS4s) are required to submit annual to the WDNR to document their progress and compliance with stormwater permit requirements, including details on stormwater management programs and activities.

The town's report for 2024 was submitted by the due date of March 31. It is attached for your reference.

RECOMMENDED ACTION: None, for discussion only.

ATTACHMENTS:

1. Town of Algoma 2024 MS4 Annual Report

Submittal of Annual Reports and Other Compliance Documents for Municipal Separate Storm Sewer System (MS4) Permits

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is **deleted**.

Form 3400-224(R8/2021)

Reporting Information :

Will you be completing the Annual Report or other submittal type? ☒ Annual Report ☐ Other

Project Name: 2024 Annual Report

County: Winnebago

Municipality: Algoma Town

Permit Number: S050075

Facility Number: 31075

Reporting Year: 2024

Is this submittal also satisfying an Urban Nonpoint Source Grant funded deliverable? ☐ Yes ☒ No

Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

Annual Report

- Review related web site and instructions for [Municipal storm water permit eReporting](#) [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following other supporting documents as appropriate using the attachments tab above
 - Public Education and Outreach Annual Report Summary
 - Public Involvement and Participation Annual Report Summary
 - Illicit Discharge Detection and Elimination Annual Report Summary
 - Construction Site Pollution Control Annual Report Summary
 - Post-Construction Storm Water Management Annual Report Summary
 - Pollution Prevention Annual Report Summary
 - Leaf and Yard Waste Management
 - Municipal Facility (BMP) Inspection Report
 - Municipal Property SWPPP
 - Municipally Property Inspection Report
 - Winter Road Maintenance
 - Storm Sewer Map Annual Report Attachment
 - Storm Water Quality Management Annual Report Attachment
 - TMDL Attachment
 - Storm Water Consortium/Group Report

- Municipal Cooperation Attachment
- Other Annual Report Attachment
- Attach the following permit compliance documents as appropriate using the attachments tab above
 - Storm Water Management Program
 - Public Education and Outreach Program
 - Public Involvement and Participation Program
 - Illicit Discharge Detection and Elimination Program
 - Construction Site Pollutant Control Program
 - Post-Construction Storm Water Management Program
 - Pollution Prevention Program
 - Municipal Storm Water Management Facility (BMP) Inventory
 - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan
 - Total Maximum Daily Load documents (**If applicable, see permit for due dates.*)
 - TMDL Mapping*
 - TMDL Modeling*
 - TMDL Implementation Plan*
 - Fecal Coliform Screening Parameter *
 - Fecal Coliform Inventory and Map (*S050075-03 general permittees Appendix B B.5.2 – document due to the department by March 31, 2022*)
 - Fecal Coliform Source Elimination Plan (*S050075-03 general permittees Appendix B - document due to the department by October 31, 2023*)
- Sign and Submit form

Municipal Contact Information- Complete

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

Note: Compliance items must be submitted using the Attachments tab.

Municipality Information

Name of Municipality Algoma Town

Facility ID # or (FIN): 31075

Updated Information:

☐ Check to update mailing address information

Mailing Address: 15 N Oakwood Road

Mailing Address 2:

City: Algoma Town

State: WI

Zip Code: 54904

xxxxx or xxxxx-xxxx

Primary Municipal Contact Person (Authorized Representative for MS4 Permit)

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

☒ Select to **create new** primary contact

First Name: Maggie

Last Name: Mahoney

☐ Select to **update** current contact information

Title: Town Administrator

Mailing Address: 15 N. Oakwood Road

Mailing Address 2:

City: Oshkosh

State: WI

Zip Code: 54904

xxxxx or xxxxx-xxxx

Phone Number: 920-235-3789

Ext:

xxx-xxx-xxxx

Email: townadmin@townofalgoma.org

Additional Contacts Information (Optional)

☐ I&E Program

☐ IDDE Program

☐ IDDE Response Procedure Manual

Individual with responsibility for:
(Check all that apply)

- ☐ Municipal-wide Water Quality Plan
- ☐ Ordinances
- ☒ Pollution Prevention Program
- ☒ Post-Construction Program
- ☐ Winter roadway maintenance

First Name: Matt

Last Name: Goldthwaite

Title: Erosion Control Tech

Mailing Address: 112 Otter Avenue

Mailing Address 2:

City: Oshkosh

State: WI

Zip Code: 54903 xxxxx or xxxxx-xxxx

Phone Number: 920-232-3344 Ext: xxx-xxx-xxxx

Email: mgoldthwaite@winnebagoountywi.gov

Municipal Billing Contact Person (Authorized Representative for MS4 Permit)

☒ Select to **create new** Billing contact

First Name: Maggie

Last Name: Mahoney

☒ Select to **update** current contact information

Title: Administrator

Mailing Address: 15 N. Oakwood Rd

Mailing Address 2:

City: Oshkosh

State: WI

Zip Code: 54904 xxxxx or xxxxx-xxxx

Phone Number: 920-235-3789 Ext: xxx-xxx-xxxx

Email: townadmin@townofalgoma.org

1. Does the municipality rely on another entity to satisfy some of the permit requirements?

☒ Yes ☐ No

☒ Public Education and Outreach Northeast Wisconsin Stormwater Consortium

☒ Public Involvement and Participation Northeast Wisconsin Stormwater Consortium

☒ Illicit Discharge Detection and Elimination McMahon Associates

☒ Construction Site Pollutant Control Winnebago County Planning and Zoning Department

- ☒ Post-Construction Storm Water Management Winnebago County Planning and Zoning Department
- ☒ Pollution Prevention
- ☒ Storm Water Management Facility Inspections: McMahon Associates and Winnebago County Planning and Zoning Department
- ☐ Public Works Yards and Other Municipally Owned Properties: _____
- ☒ Street Sweeping/Cleaning Program: Winnebago County Planning and Zoning Department
- ☐ Catch Basin Sump Cleaning Program: _____
- ☒ Leaf Collection Program: Private Contractor - The Grounds Guys
- ☒ Winter Road Management: Winnebago County Planning and Zoning Department
- ☒ Internal Staff Education & Communication: Town Administrator
- ☒ Storm Sewer System Map: McMahon Associates and McMahon Associates

2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

☐ Yes ☒ No

Minimum Control Measures- Section 1 : Complete**1. Public Education and Outreach**

- a. Does MS4 conduct any educational efforts or events independently (not with a group) ☒ Yes ☐ No
- b. How many total educational events were held during the reporting year:
- c. Were any of the public education and outreach delivery mechanisms conducted during the reporting year active or interactive? ☒ Yes ☐ No
- d. Please select all storm water topics, target audiences, and delivery mechanisms used in the reporting year

Public Education and Outreach Delivery Mechanisms (Active and Passive)	
Active/Interactive Mechanisms	Passive Mechanisms
☐ Education activities (school presentations, summer camps) ☐ Information booth at event ☐ Targeted group training (contractors, consultants, etc.) ☐ Government event (public hearing, council meeting) ☐ Workshops ☐ Tours ☒ Other: Town Board presentation	☒ Passive print media (brochures at front desk, posters, etc.) ☐ Distribution of print media (mailings, newsletters, etc.) via mail or email. ☐ Media offerings (radio and TV ads, press release, etc.) ☐ Social media posts ☐ Signage ☒ Website ☒ Other:

Topics Covered	Target Audience
☒ Illicit discharge detection and elimination ☒ Household hazardous waste disposal/pet waste management/vehicle washing ☒ Yard waste management/pesticide and fertilizer application ☐ Stream and shoreline management ☐ Residential infiltration ☐ Construction sites and post-construction storm water management ☒ Pollution prevention ☐ Green infrastructure/low impact development ☒ Other: pool maintenance	☒ General Public ☐ Public Employees ☒ Residents ☐ Businesses ☐ Contractors ☐ Developers ☐ Industries ☐ Public Officials ☐ Other:

- e. Will additional information/summary of these education events be attached to the annual report?
☒ Yes ☐ No

If no, please provide additional comment in the brief explanation box below. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Minimum Control Measures - Section 2 : Complete**2. Public Involvement and Participation**

a. Permit Activities. Select all of the following topics the Permittee did to engage public participation and involvement.

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
☒ MS4 Annual Report ☐ Storm Water Management Program ☐ Storm Water related ordinance ☐ Other: 	☒ General Public ☐ Public Employees ☐ Residents ☐ Businesses ☐ Contractors ☐ Developers ☐ Industries ☒ Public Officials ☐ Other	1 - 10	☐ Yes ☒ No

b. Volunteer Activities. Select all of the following audiences targeted for volunteer involvement and participation related to storm water.

☒ NA (Individual Permittee)

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
Volunteer Opportunity	☐ General Public ☐ Public Employees ☐ Residents ☐ Businesses ☐ Contractors ☐ Developers ☐ Industries ☐ Public Officials ☐ Other	Select...	☐ Yes ☐ No

c. Brief explanation on Public Involvement and Participation reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Presented MS4 Annual Report to the Town Board.

Minimum Control Measures - Section 3 : Complete**3. Illicit Discharge Detection and Elimination**

a. How many total outfalls does the municipality have?	59
b. How many major outfalls does the municipality have?	14
c. How many outfalls did the municipality evaluate as part of their	21

routine ongoing field screening program?

- d. From the municipality's routine screening, how many were confirmed illicit discharges?
- e. How many illicit discharge complaints did the municipality receive?
- f. From the complaints received, how many were confirmed illicit discharges?
- g. How many of the identified illicit discharges did the municipality eliminate in the reporting year (from both routine screening and complaints)?

(If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.)

- h. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.

- ☒ Verbal Warning
- ☒ Written Warning (including email)
- ☒ Notice of Violation
- ☒ Civil Penalty/ Citation

Additional Information: _____

- i. Brief explanation on Illicit Discharge Detection and Elimination reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Winnebago County monitors and issues citations for any construction site within the Town. Staff from McMahon Associates conduct the annual field screening program and report results of any issues.

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 4 : Complete

4. Construction Site Pollutant Control

- a. How many total construction sites with one acre or more of land disturbing construction activity were active at any point in the reporting year?
- b. How many construction sites with one acre or more of land disturbing construction activity did the municipality issue permits for in the reporting year?
- c. How many erosion control inspections did the municipality complete in the reporting year (at sites with one acre or more of land disturbing construction activity)?
- d. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.
- ☒ Verbal Warning

☒ Written Warning (including email)	0
☒ Notice of Violation	0
☒ Civil Penalty/ Citation	0
☒ Stop Work Order	0
☒ Forfeiture of Deposit	0
☐ Other - Describe below	

- e. Brief explanation on Construction Site Pollutant Control reporting . *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Staff from Winnebago County Planning and Zoning monitor and issue citations as necessary for any construction within the Town. Contracted engineers provide oversight and suggest the need for any corrective action based on their county reports.

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 5 : Complete

5. Post-Construction Storm Water Management

a. How many new structural storm water management Best Management Practice (BMP) have received local approval ?

*Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement,

b. Does the MS4 have procedures for inspecting and maintaining private storm water facilities? ☒ Yes ☐ No

c. If Yes, how many privately owned storm water management facilities were inspected in the reporting year ? Inspections completed by private landowners should be included in the reported number.

d. Does the municipality utilize privately owned storm water management BMP in its pollutant reduction analysis? ☒ Yes ☐ No

e. Does MS4 have maintenance authority on these privately owned BMPs? ☒ Yes ☐ No

f. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year.

☒ Verbal Warning	0
☒ Written Warning (including email)	0
☒ Notice of Violation	0
☒ Civil Penalty/ Citation	0

☒ Forfeiture of Deposit	0
☒ Complete Maintenance	0
☒ Bill Responsible Party	0
☐ Other - Describe below	

- g. Brief explanation on Post-Construction Storm Water Management reporting. *If marked 'Unsure' on any questions above, justify your reasoning. Limit your response to 250 characters and/or attach supplemental information on the attachments page.*

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 6 : Complete

6. Pollution Prevention

Storm Water Management Best Management Practice Inspections ☐ Not Applicable

- a. Enter the total number of "municipally owned" (i.e., publicly owned BMPs) or operated (i. e., privately owned BMPs) structural storm water management best management practices.
- b. How many new municipally owned storm water management best management practices were installed in the reporting year?
- c. How many municipally owned (public) storm water management best management practices were inspected in the reporting year?
- d. What elements are looked at during inspections (250 character limit)?
- e. How many of these facilities required maintenance?
- f. Brief explanation on Storm Water Management Best Management Practice inspection reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Public Works Yards & Other Municipally Owned Properties that require a stormwater pollution prevention plan (SWPPP)* ☒ Not Applicable

Collection Services - *Street Sweeping Program* ☐ Not Applicable

- l. Did the municipality conduct street sweeping during the reporting year?
☒ Yes ☐ No
- m. If known, how many tons of material was removed?
- n. Does the municipality have a [low hazard exemption](#) for this ☐ Yes ☒ No

material?

- o. If street sweeping is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?
- ☒ Yes - Explain frequency monthly May to September and as needed in the fall
- ☐ No - Explain _____
- ☐ Not Applicable

Collection Services - *Catch Basin Sump Cleaning Program* ☒ Not Applicable

Collection Services - *Leaf Collection Program* ☐ Not Applicable

- u. Does the municipality conduct curbside leaf collection? ☒ Yes ☐ No
- v. Does the municipality notify homeowners about pickup? ☒ Yes ☐ No
- w. Where are the residents directed to store the leaves for collection?
- ☐ Pile on terrace ☐ Pile in street ☒ Bags on terrace
- ☐ Other - Describe _____
- x. What is the frequency of collection?
- Eleven times from April through November
- y. Is collection followed by street sweeping? ☒ Yes ☐ No
- z. Brief explanation on Collection Services reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page*

The town contracted with Grounds Guys to collect residential yard waste bags eleven times in 2024 for a total of 300 tons.

Winter Road Management ☐ Not Applicable

*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

- aa. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? (*One mile of a two-way road equals two lane miles.*)
- ab. Provide amount of de-icing products used by month last winter season?
- Solids (tons) (ex. sand, or salt-sand)

Product	Oct	Nov	Dec	Jan	Feb	Mar
<u>Salt</u>	0	1	3	31	9	7
<u>Salt/sand mix</u>	0	0	0	96	4	0

Liquids (gallons) (ex. brine)

	Oct	Nov	Dec	Jan	Feb	Mar
<u>Brine</u>	0	10	160	1214	160	20

- ac. Was salt applying machinery calibrated in the reporting year? ☒ Yes ☐ No
- ad. Have municipal personnel attended salt reduction strategy training in the reporting year? ☒ Yes ☐ No

Training Date	Training Name	# Attendance
12/1/2023	Winnebago Winter Safety Day	55

- ae. Brief explanation on Winter Road Management reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*

The town contracts with the Winnebago County Highway Department for snowplowing and winter road maintenance. A private contractor plows snow on municipal properties and cul-de-sacs and does not apply salt, sand or brine.

Internal (Staff) Education & Communication

- af. Has the municipality provided an opportunity for internal training or education to staff implementing the municipality's procedures for each of the pollution prevention program element ? ☐ Yes ☒ No

If yes, describe what training was provided (250 character limit):

- ag. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs, procedures and pollution prevention program requirements.

Elected Officials

Municipal Officials

Appropriate Staff (such as operators, Department heads, and those that interact with public)

- ah. Brief explanation on Internal Education reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

The town has a very small staff so education is completed one on one, publications, and resources offered by NEWSC.

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 7 : Complete

7. Storm Sewer System Map

- a. Did the municipality update their storm sewer map this year?

☐ Yes ☒ No

If yes, check the areas the map items that got updated or changed:

☐ Storm water treatment facilities

☐ Storm pipes

☐ Vegetated swales

☐ Outfalls

☐ Other - Describe below

- b. Brief explanation on Storm Sewer System Map reporting. *If you marked Unsure for an question for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Excel Underground handles the Town's location tickets and maintains the storm sewer map.

Final Evaluation - Complete**Fiscal Analysis**

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

Annual Expenditure Reporting Year	Budget Reporting Year	Budget Upcoming Year	Source of Funds
---	---------------------------------	--------------------------------	------------------------

Element: Public Education and Outreach

500	2000	2000	<u>General revenue fund</u>
-----	------	------	-----------------------------

Element: Public Involvement and Participation

500	1000	1000	<u>General revenue fund</u>
-----	------	------	-----------------------------

Element: Illicit Discharge Detection and Elimination

4200	5000	5000	<u>General revenue fund</u>
------	------	------	-----------------------------

Element: Construction Site Pollutant Control

2000	2000	2500	<u>General revenue fund</u>
------	------	------	-----------------------------

Element: Post-Construction Storm Water Management

3500	3500	3500	<u>General revenue fund</u>
------	------	------	-----------------------------

Element: Pollution Prevention

1000	1000	1000	<u>General revenue fund</u>
------	------	------	-----------------------------

Other (describe)

Update of 2018 Stormwater Plan (WDNR Grant and Gen Fund match)			
--	--	--	--

0	43200	43200	<u>Grants</u>
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Other (describe)

Storm Sewer Mapping			
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1350	3000	3000	<u>General revenue fund</u>
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Please provide a justification for a "0" entered in the Fiscal Analysis. *Limit response to 250 characters.*

The update of the 2018 stormwater plan was pushed into the 2025 budget year so those expenditures will be seen that year instead of 2024.

Water Quality

a: Were there any known water quality improvements in the receiving waters to which the municipality's storm sewer system directly discharges to?

☒ Yes ☐ No ☐ Unsure If Yes, explain below:

The Town installed the state's first iron enhanced sand filter to improve water quality 

b: Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

☐ Yes ☒ No ☐ Unsure If Yes, explain below:

c: Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

☐ Yes ☒ No ☐ Unsure

d: Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

☒ Yes ☐ No ☐ Unsure

Storm Water Quality Management

a. Has the municipality completed or updated modeling in the reporting year (relating to developed urban area performance standards of s. NR 151.13(2)(b)1., Wis. Adm. Code)? ☒ Yes ☐ No

b. If yes, enter percent reduction in the annual average mass discharging from the entire MS4 to surface waters of the state as compared to implementing no storm water management controls:

Total suspended solids (TSS)

Total phosphorus (TP)

Additional Information

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. *If your response exceeds the 250 character limit, attach supplemental information on the attachments page.*

In 2024 the town constructed Bellhaven iron enhanced sand filter pond and relocated the outfall location. The town has a UNPS&SW Planning Grant and will be updating our TMDL Pollutant Analysis in 2025, including developing a TMDL Plan of Action.

Requests for Assistance on Understanding Permit Programs

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- ☒ Public Education and Outreach
- ☒ Public Involvement and Participation
- ☐ Illicit Discharge Detection and Elimination
- ☐ Construction Site Pollutant Control
- ☐ Post-Construction Storm Water Management
- ☐ Pollution Prevention
- ☐ Storm Water Quality Management
- ☐ Storm Sewer System Map
- ☐ Water Quality Concerns
- ☐ Compliance Schedule Items Due
- ☐ MS4 Program Evaluation

Required Attachments and Supplemental Information

Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.

Upload Required Attachments (15 MB per file limit) - [Help reduce file size and trouble shoot file uploads](#)

***Required Item**

Note: To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.

Attach - Other Supporting Documents

AR EO

 File Attachment

[NEWSC fliers in front office 2024.pdf](#)

AR EO

 File Attachment

[Green Cleaners flyer.pdf](#)

AR EO

 File Attachment

[Water Quality Resources town website.pdf](#)

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Attach - Permit Compliance Documents

IDDE Program

 File Attachment

[2024 Illicit Discharge and Detection Program Report.pdf](#)

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Sign and Submit Your Application

Steps to Complete the signature process

- 1. Read and Accept the Terms and Conditions
- 2. Press the Submit and Send to the DNR button

NOTE: For security purposes all email correspondence will be sent to the address you used when registering your WAMS ID. This may be a different email than that provided in the application. For information on your WAMS account click [HERE](#).

Terms and Conditions

Certification: I hereby certify that I am an authorized representative of the municipality covered under Algoma Town MS4 Permit for which this annual report or other compliance document is being submitted, and that the information contained in this submittal and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality’s governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.

Signee (must check current role prior to accepting terms and conditions)

- ☒ Authorized municipal contact using WAMS ID.
- ☐ Delegation of Signature Authority (Form 3400-220) for agent signing on the behalf of the authorized municipal contact.
- ☐ Agent seeking to share this item with authorized municipal contact (authorized municipal contact must get WAMS id and complete signature).

Name:	Maggie Mahoney
Title:	Town Administrator

Authorized Signature.

- ☒ I accept the above terms and conditions.

Signed by : i:0#.f|wamsmembership|townofalgoma on 2025-03-31T13:26:47
You have already signed and submitted this application to the DNR. Please [contact the Wisconsin DNR](#) for assistance.

After providing the final authorized signature, the system will send an email to the authorized party and any agents. This email will include a copy to the final read only version of this application.