

TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
TOWN BOARD MEETING
Wednesday, March 18, 2026
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, and town website at www.townofalgomawi.gov on March 13 2026.

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

- A.** Special Electors Meeting dated February 18, 2026
- B.** Monthly Town Board Meeting dated February 18, 2026

4. Review and approve March 2026 disbursements.

5. Public Forum for Town Business (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. Winnebago County Comprehensive Plan Ad-Hoc Steering Committee
 - ii. Springhetti Lake
 - iii. Olde Apple Acres
 - iv. OSMS
- D.** Joint Fire Department Study Update

9. Public Works Director Report

- A.** Road Maintenance Update
- B.** 2026 Asphalt Resurfacing
- C.** Parks Update
- D.** Stormwater Update
- E.** Algoma Sanitary District Update

F. Oakwood Elementary School Update

10. Clerk/Treasurer Report

- A. Elections
- B. Office Assistant & Deputy Clerk/Treasurer Searches

11. Monthly Financial Statements.

12. Business.

- A. Discussion and possible action re: Ambulance Service Charge Exemption Requests
- B. Discussion and possible action re: Memorandum of Understanding between the Town of Algoma and the Algoma Sanitary District Regarding Right of Way Use
- C. Discussion only: Public Fire Protection Charge Recovery Options
- D. Discussion and possible action re: Operator's License for Lauren Hearn(Serv-U-Beverage)
- E. Discussion and possible action re: Transient Merchant Applications
- F. Discussion and possible action re: Award the 2026 Asphalt Resurfacing Program bid to Kartechner Brothers LLC in the amount of \$147,044.30.
- G. Discussion and possible action re: Petition for proposed zoning map amendment affecting the Winnebago County Zoning Ordinance and Office Map of the Town of Black Wolf.
- H. **CLOSED SESSION:** Vote to enter into closed session for board consideration of the following items: Pursuant to WI Statutes 19.85 (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Re: Developers agreement for Springhetti Lake subdivision.
- I. **Vote to reconvene in open session** for discussion and take action on all matters discussed in the above listed closed session.

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
SPECIAL TOWN ELECTORS MEETING
February 18, 2026**

Chairman Rasmussen called the special electors meeting to order at 5:45 pm.

There were 10 town electors present and 3 non-electors.

The agenda was posted on February 13, 2026.

The public notice was posted on February 3, 2026.

Administrator Mahoney gave a brief presentation on the description of the property, that it will be used for a pond for the Leonard Point Road reconstruction, and it is being purchased by the Town for \$250,000 from the current owners, Donner.

There was no public comment.

Resolution 2026-3, Authorizing the Purchase of Land was presented.

Chairman Rasmussen called for a vote on Resolution 2026-3.

Yes-8

No-1

Abstain-0

No Vote-1 (3, non-electors)

Resolution 2026-3 passed.

On a motion by Supervisors Clark/Martin, passed on a voice vote, the Special Town Electors Meeting adjourned at 5:48 p.m.

Respectfully submitted,
Katherine Reinbold

**TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
February 18, 2026**

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

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

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

The agenda was posted on February 13, 2026.

On a motion by Supervisors Martin/Van Aacken, passed on a voice vote (Brooks abstained), the Board approved the minutes of the Monthly Town Board Meeting dated January 21, 2026, with the correction of changing Brooks to Clark in one spot as Brooks was not at the meeting.

On a motion by Supervisors Clark/Van Aacken, passed on a voice vote, the Board approved the February 2026 disbursements.

Public Forum: Mark Thompson of 3375 Sheppard Dr is speaking as a resident and not as a Town of Algoma Fire Fighter. He is concerned with the Oakwood school project and the lack of planning by the district. The pond is too close to where kids will be. He would like to see the plan flipped from what it currently shows. He thinks there should have been public input and there should be a better partnership between the school and town.

Brittany Bongert of 2029 Crestwood spoke on the traffic study by Oakwood school. Could there be flashers at that intersection of Oakwood and Omro. Could there be an MOU between the school and the town to address the traffic issues to make sure they are addressed. There should be a partnership between the school and town.

Tricia Rathermel, President and CEO of the Greater Oshkosh Economic Development Corporation (GOEDC) gave a report on the January 2026 jobs report. Noted the inflation rate looks good and the unemployment rate is at 2.7% in Winnebago County.

Fire Department Chief Sawicki reported that Rescue 21 has been sent to Rennert's for the refurbishment and it should take about 4 months to complete. Four bids came in for the tender. Voting took place in January for fire department positions and the department voted for Kevin Sawicki for chief again.

The Planning Commission met on February 11, 2026. They have items A and B under Business.

The Parks Committee did not meet.

Administrator Mahoney mentioned that the Leonard Point Pond property purchase has been approved and there is a DNR grant the town can apply for. The Department of Transportation (DOT) has officially moved the Leonard Point Road reconstruction to 2028 due to the wildlife review taking longer and the

DOT thinking we didn't have enough time to get in land acquisition. Administrator Mahoney did not have an update for the roundabout at Leonard Point Road and STH 21, but Chairman Rasmussen mentioned that there is a contractor for the roundabout and there will probably be a meeting soon. Administrator Mahoney talked on the Winnebago Comprehensive Plan and how we have probably missed the opportunity to review but the county will send out a survey to the municipalities. Springhetti is working on getting all the conditions met and town staff will be setting up a meeting with everyone to get everything hashed out. Hopefully to have the developer's agreement for the March meeting. 7Brew is opening on March 2. Still waiting for consultant to schedule a status update meeting for the joint fire department study.

Public Works Director (PWD) Loduha is having Winnebago County Highway Department fill potholes. Working with Fahrner to identify what roads need to be done for chip sealing and crack filling. Working on the 2026 Asphalt Resurfacing program. There are main roads that need improvement and if the cost comes in under budget, there are roads that can be added on. Met with The Grounds Guys to review contracts. All mowing contract rates are staying the same, yard waste contract rate is going up from \$75 to \$80 per hour. Working on completing the MS4 permit.

Clerk/Treasurer Reinbold reported that tax collection is complete. All tax payments now go through Winnebago County. February 17 election had 589 voters. It went well. The next election is April 7. We have made an offer to a candidate for office assistant and hopefully will have them starting soon. Hall rentals have been going well. People are using the website and coming into the office to book.

The monthly financial statements were presented. Clerk/Treasurer Reinbold noted that December has been reconciled and there were no changes. January is still in the process of being reconciled. The auditors were in last week and they have no concerns following the completion of their field work.

Administrator Mahoney explained this was previously combined and now needs to be split again since it has two dwellings on it. Meets setbacks per county. On a motion by Supervisors Clark/Martin, passed on a voice vote, the Town Board approved Certified Survey Map by petitioner Garrett Smith, Martenson and Eisele, Inc, on behalf of Robert Balda to split parcel 002-00130101 into two parcels.

Nate Considine of Bray Architects was in attendance to discuss the Oakwood Elementary School Expansion project. He gave a brief presentation on the certified survey map (CSM) for the project. Also spoke about zoning. Some of the property is zoned agriculture and it needs to be zoned business for school to operate as a permitted use. Sheldon area will stay in agriculture. Nate discussed the traffic study that had been completed. The only issue is the driveway from the school that goes out to Omro Rd. Buses will still drop off on Omro Rd. Chairman Rasmussen had a concern on the number of students and buses. Nate mentioned there is not an expectation to exceed 6 buses. There is a lot of concern of the drivers coming out of the driveway on to Omro Rd that they cannot see when there are buses in the drop-off zone. Nate mentioned the only thing that traffic study said was needed was a dedicated left turn lane coming out of the driveway that goes out to Omro Rd. There was much discussion between the Board and Nate on the traffic study and what can be done to fix the traffic issue. Nate mentioned that there would be a partnership between the school and the town to make sure the traffic issues are dealt with.

When it comes to the CSM for Oakwood Elementary School Expansion Project, the Planning Commission recommends approval. On a motion by Supervisors Martin/Clark, passed on a voice vote, the Town Board approved the Certified Survey Map by petitioner Nate Considine, Bray Architects, on behalf of James Fochs, Oshkosh Area School District, to combine 8 parcels into 2 lots located at Oakwood Elementary School, 1225 N Oakwood Rd.

When it comes to the rezone for Oakwood Elementary School Expansion Project, Lot 1 meets future land use and is consistent with the town's future land use plan. On a motion by Supervisors Martin/Van Aacken, passed on a voice vote, the Town Board approved the request by petitioner Nate Considine, Bray Architects, on behalf of James Fochs, Oshkosh Area School District, to rezone a portion (Lot 1) of the Oakwood Elementary School property at 1225 N Oakwood Rd, from A-2 General Agriculture District to B-3 General Business District Contingent on the final recording of the CSM creating Lot 1.

When it comes to the site plan for Oakwood Elementary School Expansion Project, the Fire Chief and the Algoma Sanitary District are still working about hydrant locations, but don't foresee any issues. Town Engineer, Phil Kleman of McMahon & Associates, pointed out that the pond is a bio retention basin and will be sand, not water. Chairman Rasmussen reiterated the traffic situation will be a continued discussion. On a motion by Supervisors Clark/Martin, passed on a voice vote, the Town Board approved the site plan for Oakwood Elementary School expansion, located at 1225 N Oakwood Rd, as requested by petitioner Nate Considine, Bray Architects, on behalf of James Fochs, Oshkosh Area School District:

- Contingent on approval of the rezone a portion (Lot 1) of the Oakwood Elementary School property at 1225 N Oakwood Rd, from A-2 General Agriculture District to B-3 General Business District; and
- Conditioned on the Stormwater Management Practices Maintenance Agreement between the developer and Winnebago County is signed and recorded; and
- Conditioned on the hydrant locations be approved by the Town of Algoma Fire Department and Algoma Sanitary District.

Town Engineer, Phil Kleman of McMahon & Associates, gave a presentation on WDNR Planning Grant & TMDL Stormwater Analysis. The Town gets to decide on the compliance timeline, there is no official deadline, there just needs to be a plan. There will be a utility feasibility study as well in the future. On a motion by Supervisors Clark/Brooks, passed on a voice vote, the Town Board approved Alternative 1 for the TMDL Plan of Action.

At 7:58 pm, Chairman Rasmussen called for a 3-minute break.

At 8:01 pm, Chairman Rasmussen called the regular town board meeting back into session.

On a motion by Supervisors Martin/Clark, passed on a voice vote, the Town Board approved Resolution No. 2026-6, a Resolution Approving Relocation Order and Right-of-Way Plat for the Leonard Point Road Reconstruction Project.

On a motion by Supervisors Clark/Van Aacken, passed on a voice vote, the Town Board approved Resolution No. 2026-4, Supports Submission of an Urban Non-Point Source & Storm Water (UNPS&SW) Construction Grant Application to the Wisconsin Department of Natural Resources for the Leonard Point Pond Project.

On a motion by Supervisors Van Aacken/Clark, passed on a voice vote, the Town Board approved Resolution No. 2026-5, Ensure Local Match and Program and Project Compliance for the Wisconsin Department of Natural Resources Grant for the Leonard Point Pond Project.

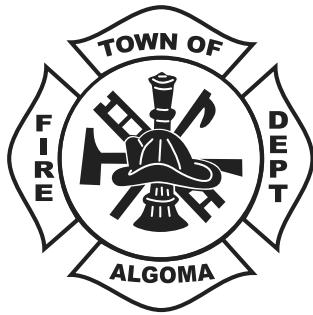
Based on the lowest qualified bid, the award should go to Midwest Fire. Followed the sealed bid process. On a motion by Supervisors Brooks/Martin, passed on a voice vote, the Town Board approved to award the bid to purchase a 3,000 gallon tender to Midwest Fire in the amount of \$404,898.00. Chief Sawicki thanked the truck committee for their work and this will improve their ISO rating with the pumps it has on it.

Administrator Mahoney explained the Town falls under Winnebago County Zoning and when there is a map amendment, all towns under county zoning must have a say. On a motion by Supervisors Martin/Clark, passed on a voice vote, the Town Board approved the petition for proposed zoning map amendment affecting the Winnebago County Zoning Ordinance and Office Map of the Town of Winneconne.

On a motion by Supervisors Van Aacken/Brooks, passed on a voice vote, the Town Board approved the petition for proposed zoning map amendment affecting the Winnebago County Zoning Ordinance and Office Map of the Town of Utica.

On a motion by Supervisors Martin/Brooks, passed on a voice vote, the Town Board adjourned at 8:10 p.m.

Respectfully submitted,
Katherine Reinbold



Town of Algoma Fire Department

Monthly Report
February 2026

Prepared by
Kevin Sawicki – Fire Chief

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General

Grants

State EMS FAP Grant

- 2026 EMS FAP was awarded. Amount is \$29,288.84.
- EMS is looking to update pagers, AEDs and other important equipment.

Additional Grants 2026

- Firehouse Subs
- DNR Wildland Grant

Trucks and Equipment

Vehicles

- **Rescue 21** – The vehicle refurbishment planning has been finalized. Vehicle was sent to Rennert's February 9th.
- **Tender 21** – Bid Process started end of January for approximately 2 weeks. Requirements were sent out to various manufacturers. Bid Process closed February 4th. Four bids were submitted. Bid was awarded to Midwest Fire.

Truck Committee

- The spare engine was placed into mainline service while Rescue is out for refurbishment.
- Rescue refurbishment is expected to be finished by June 2026.
- The Truck Committee held a pre-build meeting with Midwest Fire. Expected delivery is September 2026.



Membership

- Current Roster has **37** Firefighters and **17** Emergency Medical Responders for a total of **45** department members.

New Members

- No New Members.

Training

First Drill: February 2nd, 2026

- Members practiced forcible door entry skills.
- Firefighters conducted search and rescue from a window (Vent, Enter, Search)

Second Drill: February 16th, 2026

- Members conducted vehicle inspections and reviewed equipment.
- EMR continued refresher training.

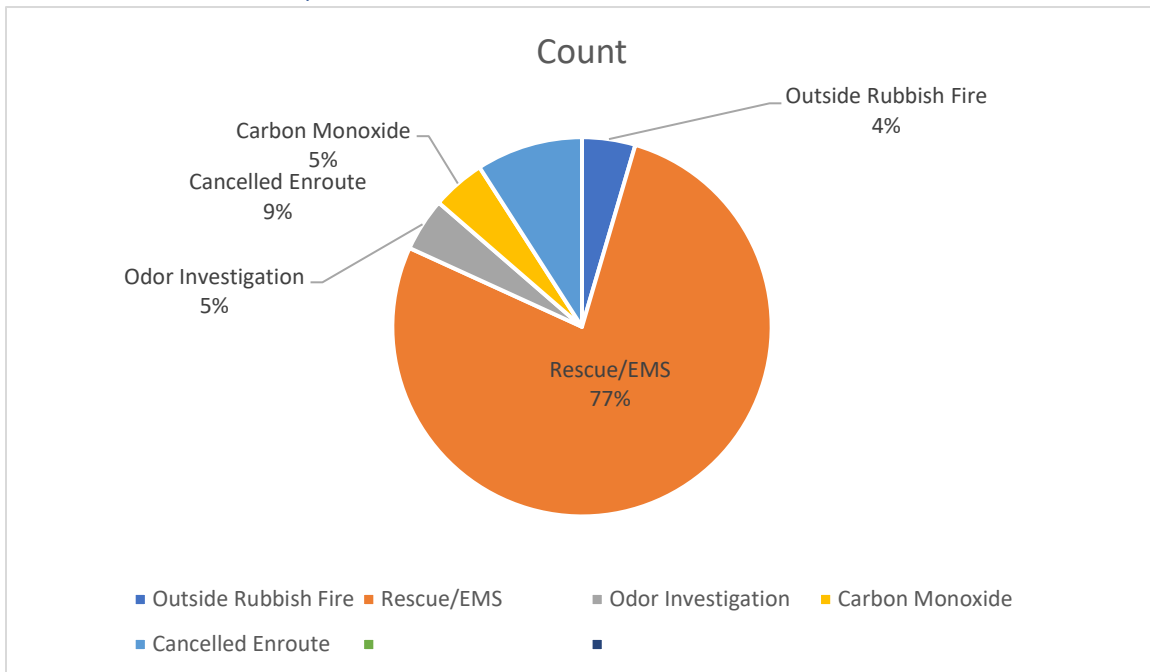
Upcoming Events

Event	Date
Training Drills	Monday, April 6 th @ 6:30pm Monday, April 20 th @ 6:30pm
Monthly Department Meeting	Wednesday, April 8 th @ 7:00pm



Incidents

Overall Incident Summary



Call Type	Count
Outside Rubbish Fire	1
Rescue/Emergency Medical Service (EMS)	17
Cancelled Enroute	2
Odor Investigation	1
Carbon Monoxide	1
Total Calls	27

Incident Response



AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors

From: Maggie Mahoney, Administrator

Date: March 18, 2026

RE: Monthly Administrator's Report

A. Budget Update

No updates at the time of this memo.

B. Major Projects Updates

i. Leonard Point Road Storm Detention Pond

Final steps for land acquisition for the pond are underway. The WDNR permit application has been submitted. A CSM and rezoning will be required. Those document are in process and anticipated to be brought for consideration in April.

The UNPS&SW construction grant has been submitted.

ii. Leonard Point Road Reconstruction

The attached letter was sent to property owners in the project area and is posted on the town website. The land acquisition meeting with WisDOT was held on 3/12/26. Land acquisition will begin this summer.

iii. Leonard Point Road & STH 21 Roundabout

The preconstruction meeting was held on 3/10/26. Construction is scheduled to begin April 6.

WIS 21 will be closed to traffic throughout the project and the posted detour will follow WIS 116 to US 45 to I-41. Access will be maintained for local residents, businesses, and emergency vehicles.

The project website is at <https://wisconsindot.gov/Pages/projects/by-region/ne/Wis21/default.aspx> includes proposed scope, schedule, traffic impacts, displays and information for businesses in the work zone.

C. Community Development Update

i. Winnebago County Comprehensive Plan Ad-Hoc Steering Committee

Here is a link to a survey for the comprehensive plan—all are encouraged to take it:

<https://www.surveymonkey.com/r/YG8QT8S>

ii. Springhetti Lake

Staff continue to work with their project team on submittal of the project in phases and meeting the conditions to be met for each phase from the preliminary plat. Staff will discuss some items for negotiation for the draft developers agreement with the Board in closed session.

ii. Olde Apple Acres

The developer is proceeding with the final phase of Olde Apple Acres. They are under contract with the sanitary district to install water and sewer beginning this summer. They will get approval from the town and provide a financial guarantee at a future date prior to installing the roads.

iii. OSMS

Ribbon cutting ceremony on April 29, 4:00-6:00pm.

D. Joint Fire Department Study Update

The status meeting with the project team is to be scheduled very soon. The recommendations should then be provided shortly thereafter, likely in April.

ATTACHMENTS:

1. Leonard Point Road reconstruction letter



February 27, 2026

Re: Leonard Point Road Reconstruction Construction Schedule Change

Dear Property Owner:

This correspondence is in reference to the Town of Algoma's proposed reconstruction of Leonard Point Road. **The construction is now planned for 2028** (not 2027).

This delay is due to the extended review period to obtain the required environmental clearances needed to proceed with the project, which included reviews by specialists with the US Fish and Wildlife Service for two endangered species, the Rusty Patch Bumble Bee and the Eastern Prairie Fringed Orchid, whose habitat exists within the project corridor. Although the clearances were obtained, the DOT determined there was not an adequate amount of time to complete the right-of-way acquisition to be able to construct in 2027.

The town will be proceeding with right-of-way acquisition in 2026. As a property owner within the project area, you will receive a separate letter later with information about that process.

The construction of the roundabout at STH 21 and Leonard Point Road is still proceeding in 2026 as planned.

A reminder that the reconstruction of Leonard Point Road is focused on commuter safety, enhanced pedestrian accommodations, and improvements to stormwater quality and management.

The town website, www.townofalgomawi.gov, has information for all projects on the "Current and Upcoming" page under the Projects department page. This page will be updated periodically until the road is completed in late 2028.

Please contact me with questions at townadmin@townofalgoma.org or (920) 235-3789.

Sincerely,

A handwritten signature in blue ink that reads "Maggie Mahoney". The signature is fluid and cursive, with the first name "Maggie" and last name "Mahoney" clearly legible.

Maggie Mahoney
Town Administrator

cc: Jason Loduha, Public Works Director



AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors

From: Jason Loduha, Public Works Director

Date: March 18, 2026

RE: Monthly Director's Report

A. Road Maintenance Update

Winnebago County was called to steam a culvert that had frozen, which was causing water to back up in the ditch along Sheboygan Street.

Initial quotes for chip sealing and crack sealing have been received. The contractor noted that oil prices may fluctuate depending on market developments and will provide updates if pricing changes occur.

I met on site with a contractor to discuss concerns about mud on the roads as we head into the spring season. It was a productive conversation, and the situation will continue to be monitored and addressed as needed.

The 2026 annual road maintenance inventory has begun and will continue as weather permits.

B. 2026 Asphalt Resurfacing

The Bid award for the 2026 Asphalt Resurfacing Project is under new business.

C. Parks Update

There are a few areas in Jones Park that have plow damage to the grass and will be addressed once weather cooperates.

D. Stormwater Update

Completion of the MS4 permit is ongoing and will be submitted by March 31st.

E. Algoma Sanitary District Update

A memorandum of understanding for work within the right of way is under new business.

F. Oakwood Elementary School Update

I have been observing traffic patterns and congestion at Oakwood Elementary School during dismissal and plan to meet with school staff and law enforcement to discuss the issues observed and determine whether updates or enforcement measures may be needed.

G. Professional Development/Training

Attended WAPA (Wisconsin Asphalt Pavement Association) Asphalt Pavement Seminar on March 12th, 2026.

ATTACHMENTS:

1. Town of Algoma Sanitary District #1 meeting minutes-January 8, 2026.

Town of Algoma Sanitary District #1
Meeting Minutes – January 8, 2026

Regular Monthly Meeting.

- 1) Open regular monthly meeting.
- 2) Commission President Chad Hayes with Commissioners Peter Cernohous and Sue Drexler present called the regular monthly meeting for January to order at 12:00 p.m. Also present were Utility Director Kevin Mraz, Accounting Manager Mike Claffey, and Financial Utility Clerk Sara Gonzales. Attorney for the District Matt Parmentier was excused.
 - a) Chad noted the District is using a tape recorder for maintenance of the minutes.
 - b) Approve the minutes of the previous meeting. **Sue made a motion to approve the minutes of the regular monthly meeting on December 11/second-Peter/carried unanimously.**
 - c) Approve balance adjustments. Mike explained one entry recorded the annual cost of money adjustment for deferred special assessments and two sewer special assessments were recorded for recent connections, for a total of \$50,380. **Chad made a motion to approve balance adjustments as submitted/second-Peter/carried unanimously.**
 - d) Approve investment changes. None.
 - e) Approve cash receipts & investments for sanitary and water. **Peter made a motion to approve the cash receipts and investments for sanitary and water for December as submitted/second-Chad/carried unanimously.**
 - f) Approve pending bills and previous disbursements for sanitary and water. Mike noted the new copy provided with some revisions. The check total of \$228,131.19 included the WPS addition of \$5,712.19 received that morning. **Chad made a motion to approve January pending bills and December previous disbursements for sanitary and water as submitted/second-Peter/carried unanimously.**
- 3) Public Forum. No was in attendance from the public.
- 4) Commissioner Statements.
- 5) Director's Report. Kevin submitted his report prior to the meeting.
 - a) Review of District statistics. No discussion was had on this agenda item.
 - b) Correspondence.
 - Hwy 21 DOT Reconstruction Project: Kevin contacted William Bertram, the DOT professional engineer overseeing the Hwy 21 project, to ask for a construction schedule to coordinate the Sand Pit Road roundabout construction with the watermain crossing at Marquart Lane and Potratz Hill Road. He did not state which contractor won the quote but Kevin anticipates receiving a schedule as well as additional information within the next couple of weeks. Gremmer Associates will be the onsite professional engineering firm who will oversee the project for the DOT. The preliminary schedule showed roundabout construction for Springbrook Road from April to June with roundabouts on Leonard Point Road and Reighmoor Road to begin in June after that is done.
 - City of Omro: Sue asked for an update on the correspondence regarding the City of Omro removing the fixed fee on our quarterly sewer invoices. She reminded everyone of the decision to have our attorney send their attorney a letter since discussions with their staff fell silent and their Mayor did not respond to Chad's email. Kevin stated a letter has not been drafted yet and he will request a copy before Attorney Parmentier sends it.
 - c) Status of 2026 projects. No discussion was had on this agenda item.
- 6) Old Business.
 - a) None.
- 7) New Business.
 - a) Discuss and act on awarding bid for Contract A – Elevated Storage Tank Work for construction of a 500,000-gallon single pedestal spheroid elevated storage tank, site, work, and associated work.
 - Kevin explained bids were opened the previous day which provided some exceptional results. Staff called contractors in the area to obtain as many competitive bids as possible. He sent an email with those results as well as the District's engineer's recommended approval for both projects. The District's engineers estimated \$3.4-\$3.7 million for these two projects and residents were informed in the previous Consumer Confidence Report of an estimate of \$4.4 million for the whole project, including purchasing land and contingencies. Kevin also recommended approval of both bids.
 - The District received five bids for Contract A ranging from \$2.598 million to \$3.4 million. There are not many companies that are able to complete this kind of work. Kevin recommended the Commission award the contract to the low bid, Maguire Iron, Inc. for \$2.598 million. Staff is familiar with this company as they built the water tower for Fond du Lac off of Hwy 23 as well as others in the area. He presented an example from their website to the Commission adding painting of the new water tower would probably be completed in 2027 as the project completion date is September 1, 2027.

- **Peter made a motion to award the bid for Contract A – Elevated Storage Tank work for construction of a 500,000-gallon single pedestal spheroid elevated storage tank, site, work, and associated work to Maguire Iron, Inc. in the amount of \$2.598 million/second-Sue/carried unanimously.**
- b) Discuss and act on awarding bid for Contract B – Pipeline Work for construction of approximately 1,300 linear feet of 12-inch water main installed by trenching, 200 linear feet of 12-inch water main installed by directional drilling, hydrants, water services, and associated work.
 - Kevin explained six bids were received for Contract B, with the lowest bid being less than the engineer's estimate of \$317,000. He recommended the Commission award the contract to the lowest bidder, Advance Construction, for \$246,652.50 based on unit prices presented in the bid, with the total cost to fluctuate based on the actual units installed.
 - **Sue made a motion to award the bid for Contract B – Pipeline Work to Advance Construction for the unit prices presented in their bid/second-Peter/carried unanimously.** Kevin added this company is based in Green Bay and was the District's contractor for about 12 miles of watermain installation for its initial water utility construction, as well as a recent installation of some casing pipe under Honey Creek Road.
- c) Discuss and act on Resolution 2026-1-1 to amend the 2025 Water Utility Budget.
 - Kevin noted the operational side of the Water Utility did phenomenal, with revenues exceeding the budget. Mike explained the expense budget needs to be amended since total operating expenses exceeded the budget. Since actual water sales will also exceed budget projections, both can be increased by the same \$45,000 amounts, with specific increases to the accounts listed in the resolution, in order to balance the budget.
 - **Peter made a motion to approve Resolution 2026-1-1 to amend the 2025 Water Utility Budget as discussed/second-Chad/carried unanimously.**
- 8) Adjourn. **Sue made a motion to adjourn the regular monthly meeting at 12:21 p.m./second-Chad/carried unanimously.**

Respectfully Submitted:

Michael Claffey, Accounting Manager

Approved:

Charles Hayes, President



AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors

From: Katherine Reinbold, Clerk/Treasurer

Date: March 18, 2026

RE: Monthly Clerk/Treasurer Report

A. Elections

The April 7 election is upon us. Absentee ballots will go out next week to anyone that has a request on file. In person absentee voting will start March 24th.

B. Office Assistant and Deputy Clerk/Treasurer Searches

We have hired an office assistant, Gina Raddatz. We are very happy to welcome her to the team. We are conducting interviews for the Deputy Clerk/Treasurer position.

Attachments: None

TOWN OF ALGOMA
RECONCILED BANK & INVESTMENT BALANCES
AS OF 2/28/2026

Bank	Type	Interest Rate	Interest Amount	Balance	Notes
Bank First	Checking (Sweep)		\$ 8.15	\$ 3,000.00	
	Money Market	3.76%	\$ 1,710.93	\$ 659,761.62	
	Special Accounts	3.76%			
	Parks Money Market		\$ 359.97	\$ 127,182.87	
	Tax Accounts (Used for collection)				
	Tax Account			\$ 1,518,328.65	
U.S. Bank	Local Government Investment Pool (LGIP)	3.69%	\$ 3,585.89	\$1,296,833.10	
Total Cash and Investments				\$ 3,605,106.24	

Unreconciled

LGIP Accounts	Interest (3.69%)		Deposits	Withdrawal	Total in Acct
GENERAL	\$412.00	\$145,485.76	\$0.00	\$0.00	\$145,897.76
TID 1	\$274.56	\$96,952.91	\$0.00	\$0.00	\$97,227.47
SPIRIT ROUNDABOUT	\$1,150.67	\$406,322.65	\$0.00	\$0.00	\$407,473.32
FD TRUCK REFURBISHMENT	\$577.61	\$230,965.82	\$0.00	\$0.00	\$231,543.43
FIRE EQUIPMENT	\$50.25	\$17,745.85	\$0.00	\$0.00	\$17,796.10
REVALUATION	\$29.24	\$10,323.72	\$0.00	\$0.00	\$10,352.96
DEBT LEVY PAYMENTS	\$3.23	\$1,141.60	\$0.00	\$0.00	\$1,144.83
GENERAL EXPENSES	\$120.19	\$42,442.86	\$0.00	\$0.00	\$42,563.05
RESERVES	\$968.14	\$341,866.04	\$0.00	\$0.00	\$342,834.18
Total	\$3,585.89				\$1,296,833.10

Fund: 100 - GENERAL FUND

Account Number		2026 February	2026 Actual 02/28/2026	2026 Budget	Budget Status	% of Budget
100-00-41101-000-000	JONES PARK DEBT SERV LEVY	0.00	0.00	0.00	0.00	0.00
100-00-41102-000-000	GO REFUNDING BONDS LEVY	0.00	0.00	455,590.00	-455,590.00	0.00
100-00-41110-000-000	GENERAL PROPERTY TAXES	0.00	0.00	1,135,836.00	-1,135,836.00	0.00
100-00-41150-000-000	MFL TAXES	0.00	0.00	2.28	-2.28	0.00
100-00-41801-000-000	PERSONAL PROPERTY TAX INT	0.00	0.00	0.00	0.00	0.00
100-00-41802-000-000	LOTTERY CREDIT	0.00	0.00	0.00	0.00	0.00
TAXES		0.00	0.00	1,591,428.28	-1,591,428.28	0.00
100-00-42300-000-000	SA - 2022 PAVING	0.00	0.00	0.00	0.00	0.00
SPECIAL ASSESSMENTS		0.00	0.00	0.00	0.00	0.00
100-00-43301-000-000	ARPA/SPIRIT FUND REVENUE	0.00	0.00	0.00	0.00	0.00
100-00-43410-000-000	STATE SHARED REVENUES	0.00	0.00	258,330.91	-258,330.91	0.00
100-00-43420-000-000	2% FIRE DUES	0.00	0.00	46,000.00	-46,000.00	0.00
100-00-43430-000-000	EXEMPT COMPUTER	0.00	0.00	263.97	-263.97	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	47,559.05	190,236.22	-142,677.17	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	15,175.31	-15,175.31	0.00
100-00-43650-000-000	FOREST CROPLAND/MGED FOREST	0.00	0.00	6.46	-6.46	0.00
100-00-43690-000-000	EMS FLEX GRANT	0.00	0.00	0.00	0.00	0.00
100-00-43691-701-000	GRANTS	0.00	0.00	0.00	0.00	0.00
100-00-43695-000-000	FIREHOUSE SUBS GRANT	0.00	0.00	0.00	0.00	0.00
100-00-43750-000-000	ECONOMIC DEVELOPMENT	0.00	0.00	8,000.00	-8,000.00	0.00
100-00-43790-000-000	DNR STORMWATER MGMT GRANT	0.00	0.00	55,700.00	-55,700.00	0.00
INTERGOVERNMENTAL REVENUES		0.00	47,559.05	590,898.72	-543,339.67	8.05
100-00-44100-000-000	BUSINESS/OCCUP LICENSE	0.00	0.00	100.00	-100.00	0.00
100-00-44110-000-000	LIQUOR & MALT BEVERAGE LICENSE	0.00	0.00	640.00	-640.00	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	0.00	0.00	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	0.00	61,000.00	-61,000.00	0.00
100-00-44200-000-000	DOG LICENSES	0.00	70.00	4,000.00	-3,930.00	1.75
100-00-44201-000-000	WINNEBAGO CTY DOG LICENSES	0.00	0.00	1,050.00	-1,050.00	0.00
100-00-44300-000-000	BUILDING PERMITS NEW	0.00	0.00	100,000.00	-100,000.00	0.00
100-00-44301-000-000	BUILDING PERMITS REMODELING	0.00	1,330.00	30,000.00	-28,670.00	4.43
100-00-44302-000-000	EXTRA INSPECTIONS	0.00	0.00	320.00	-320.00	0.00
100-00-44310-000-000	CULVERT PERMITS	0.00	0.00	0.00	0.00	0.00
100-00-44311-000-000	OTHER PERMITS	0.00	0.00	100.00	-100.00	0.00
100-00-44400-000-000	ZONING PERMITS & FEE'S	0.00	0.00	700.00	-700.00	0.00
100-00-44500-000-000	RIGHT OF WAY	0.00	0.00	5,000.00	-5,000.00	0.00
LICENSES AND PERMITS		0.00	1,400.00	203,510.00	-202,110.00	0.69
100-00-46100-000-000	ASSESSMENT CERTIFICATION'	0.00	0.00	2,800.00	-2,800.00	0.00
100-00-46101-000-000	LIQUOR LIC PUBLICATION FEE	0.00	0.00	80.00	-80.00	0.00
100-00-46102-000-000	MISC CHARGES FOR SERVICES	0.00	0.00	200.00	-200.00	0.00
100-00-46230-000-000	AMBULANCE SERVICE	0.00	0.00	205,652.62	-205,652.62	0.00
100-00-46310-000-000	SNOW REMOVAL	0.00	0.00	6,800.00	-6,800.00	0.00

Fund: 100 - GENERAL FUND

Account Number		2026 February	2026 Actual 02/28/2026	2026 Budget	Budget Status	% of Budget
100-00-46420-000-000	REFUSE & GARBAGE COLLECTION	0.00	0.00	606,600.00	-606,600.00	0.00
100-00-46435-000-000	RECYCLING - WINN CTY REBATE	0.00	0.00	5,000.00	-5,000.00	0.00
100-00-46720-000-000	PARKLAND FEE INCOME	0.00	0.00	9,900.00	-9,900.00	0.00
100-00-46850-000-000	PLAT & SITE PLANS FEES	0.00	0.00	6,000.00	-6,000.00	0.00
PUBLIC CHARGES FOR SERVICES		0.00	0.00	843,032.62	-843,032.62	0.00
100-00-48100-000-000	INTEREST GENERAL ACCOUNTS	0.00	0.00	25,000.00	-25,000.00	0.00
100-00-48101-000-000	ARPA INTEREST	0.00	0.00	0.00	0.00	0.00
100-00-48102-000-000	VERVE ACCTS	0.00	0.00	0.00	0.00	0.00
100-00-48103-000-000	LGIP	0.00	3,968.68	25,000.00	-21,031.32	15.87
100-00-48200-000-000	RENT REVENUE	0.00	0.00	10,000.00	-10,000.00	0.00
100-00-48300-000-000	SALE OF FIRE EQUIPMENT	0.00	0.00	0.00	0.00	0.00
100-00-48301-000-000	SALE OF GARB/RECYCLING TOTES	0.00	0.00	0.00	0.00	0.00
100-00-48302-000-000	SALE OF EQUIPMENT OR PROPERTY	0.00	0.00	0.00	0.00	0.00
100-00-48500-000-000	JONES PARK TREE DONATIONS	0.00	0.00	0.00	0.00	0.00
100-00-48900-000-000	OTHER MISC. REVENUES	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS REVENUES		0.00	3,968.68	60,000.00	-56,031.32	6.61
100-00-49100-000-000	PROCEEDS FROM LONG TERM DEBT	0.00	0.00	2,217,000.00	-2,217,000.00	0.00
100-00-49200-000-000	TRANSFERS FROM OTHER FUNDS	0.00	0.00	110,000.00	-110,000.00	0.00
100-00-49301-000-000	USE OF COMMITTED FUNDS	0.00	0.00	527,500.00	-527,500.00	0.00
OTHER FINANCING SOURCES		0.00	0.00	2,854,500.00	-2,854,500.00	0.00
Total Revenues		0.00	52,927.73	6,143,369.62	-6,090,441.89	0.86

Fund: 100 - GENERAL FUND

Account Number		2026	2026	2026	Budget	% of
		February	Actual 02/28/2026	Budget	Status	Budget
100-00-51100-000-000	TOWN BOARD	0.00	0.00	0.00	0.00	0.00
100-00-51100-110-000	TOWN BOARD WAGES	1,250.00	2,500.00	18,000.00	15,500.00	13.89
100-00-51100-130-000	TOWN BOARD SOC SEC/MEDICARE	95.63	191.26	1,377.00	1,185.74	13.89
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	1,490.00	1,490.00	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	0.00	0.00	14,000.00	14,000.00	0.00
100-00-51300-218-000	ATTORNEY ORD CODIFICATION	0.00	0.00	4,000.00	4,000.00	0.00
100-00-51400-200-000	GEN GOVT HR/PERSONNEL	499.66	499.66	200.00	-299.66	249.83
100-00-51400-305-000	GEN GOVT HR/PERS SUPPLIES/EXP	0.00	0.00	400.00	400.00	0.00
100-00-51400-310-000	GEN GOVT OFFICE SUPPLIES	143.85	143.85	3,000.00	2,856.15	4.80
100-00-51400-315-000	GEN GOVT OFFICE EQUIPMENT	928.90	1,168.80	6,500.00	5,331.20	17.98
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	0.00	0.00	0.00
100-00-51400-342-000	GEN GOVT COMPUTER & WEBSITE MA	7,593.51	17,563.51	25,000.00	7,436.49	70.25
100-00-51400-390-000	GEN GOVT MISC EXP	0.00	0.00	500.00	500.00	0.00
100-00-51410-110-000	ADMINISTRATOR WAGES	9,699.70	18,937.51	119,409.45	100,471.94	15.86
100-00-51410-130-000	ADMINISTRATOR SOC SEC/MEDICARE	738.17	1,441.01	9,134.82	7,693.81	15.77
100-00-51410-131-000	ADMINISTRATOR WRS	698.38	1,363.50	8,597.48	7,233.98	15.86
100-00-51410-132-000	ADMINISTRATOR HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00
100-00-51410-133-000	ADMINISTRATOR LIFE INSURANCE	15.12	30.24	151.20	120.96	20.00
100-00-51410-380-000	ADMINISTRATOR DEPT EXPENSES	20.00	40.00	4,000.00	3,960.00	1.00
100-00-51411-110-000	OFFICE ASST WAGES	0.00	0.00	32,711.89	32,711.89	0.00
100-00-51411-130-000	OFFICE ASST SOC SEC/MEDICARE	0.00	0.00	2,502.46	2,502.46	0.00
100-00-51411-131-000	OFFICE ASST WRS	0.00	0.00	2,355.26	2,355.26	0.00
100-00-51411-132-000	OFFICE ASST	0.00	0.00	12,011.17	12,011.17	0.00
100-00-51411-133-000	OFFICE ASST LIFE INSURANCE	0.00	0.00	24.48	24.48	0.00
100-00-51411-380-000	OFFICE ASST DEPT EXP	0.00	0.00	200.00	200.00	0.00
100-00-51411-390-000	OFFICE ASST MISC EXP	0.00	0.00	0.00	0.00	0.00
100-00-51420-110-000	CLERK TREAS WAGES	6,514.12	12,596.40	78,951.14	66,354.74	15.95
100-00-51420-130-000	CLERK TREAS SOC SEC/MEDICARE	476.95	920.87	6,039.76	5,118.89	15.25
100-00-51420-131-000	CLERK TREAS WRS	469.02	906.94	5,684.48	4,777.54	15.95
100-00-51420-132-000	CLERK TREAS HEALTH INSURANCE	2,007.96	4,015.92	24,031.19	20,015.27	16.71
100-00-51420-133-000	CLERK TREAS LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00
100-00-51420-380-000	CLERK TREAS DEPT EXPENSES	2,649.74	5,919.74	10,400.00	4,480.26	56.92
100-00-51420-390-000	CLERK TREAS MISC EXP	0.00	0.00	9,000.00	9,000.00	0.00
100-00-51421-110-000	DEPUTY CLERK TREAS WAGES	0.00	0.00	41,542.56	41,542.56	0.00
100-00-51421-130-000	DEP CLERK TR SOC SEC/MEDICARE	0.00	0.00	3,178.01	3,178.01	0.00
100-00-51421-131-000	DEPUTY CLERK TREAS WRS	0.00	0.00	2,991.06	2,991.06	0.00
100-00-51421-132-000	DEPUTY CLERK TREAS HEALTH	0.00	0.00	22,514.28	22,514.28	0.00
100-00-51421-133-000	DEPUTY CLERK TREAS LIFE INSUR	0.00	0.00	0.00	0.00	0.00
100-00-51421-390-000	DEPUTY CLERK TREAS MISC EXP	0.00	0.00	500.00	500.00	0.00
100-00-51440-110-000	ELECTIONS WAGES	0.00	0.00	13,000.00	13,000.00	0.00
100-00-51440-380-000	ELECTIONS DEPT EXPENSES	156.00	1,224.00	6,000.00	4,776.00	20.40
100-00-51510-211-000	AUDITOR AUDIT CONTRACT	0.00	0.00	18,000.00	18,000.00	0.00
100-00-51530-212-000	ASSMT OF PROP ASSESSOR CONTRAC	2,458.00	4,916.00	28,000.00	23,084.00	17.56
100-00-51530-380-000	BOARD OF REVIEW DEPT EXPENSES	0.00	0.00	350.00	350.00	0.00
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	1,803.47	1,950.92	8,300.00	6,349.08	23.51
100-00-51600-221-000	TOWN HALL GRASS/SNOW	0.00	0.00	3,100.00	3,100.00	0.00
100-00-51600-223-000	TOWN HALL PHONE	100.00	100.00	8,000.00	7,900.00	1.25
100-00-51600-225-000	TOWN HALL JANITORIAL	708.30	708.30	6,700.00	5,991.70	10.57

Fund: 100 - GENERAL FUND

Account Number		2026 February	2026 Actual 02/28/2026	2026 Budget	Budget Status	% of Budget
100-00-51600-380-000	TOWN HALL DEPT EXPENSES	258.55	267.55	7,200.00	6,932.45	3.72
100-00-51600-510-000	TOWN HALL PROP/LIAB INSURANCE	0.00	599.00	14,000.00	13,401.00	4.28
100-00-51600-820-000	TOWN HALL IMPROVEMENTS	0.00	0.00	3,100.00	3,100.00	0.00
100-00-51900-313-000	OTHER GEN GOV POSTAGE	0.00	104.85	3,700.00	3,595.15	2.83
100-00-51900-390-000	OTH GEN GOV MISC EXP	0.00	0.00	200.00	200.00	0.00
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		39,285.03	78,109.83	606,347.69	528,237.86	12.88
100-00-52200-120-000	FD CHIEF SALARY	833.33	1,666.66	10,000.00	8,333.34	16.67
100-00-52200-121-000	FD ASST. CHIEF SALARY	416.66	833.32	5,000.00	4,166.68	16.67
100-00-52200-122-000	FD CAPT SALARY	400.00	800.00	6,000.00	5,200.00	13.33
100-00-52200-123-000	FD TREAS & SEC SALARY	200.00	400.00	2,400.00	2,000.00	16.67
100-00-52200-124-000	FD SAFETY/TRNG OFFICER SALARY	200.00	400.00	2,400.00	2,000.00	16.67
100-00-52200-125-000	FD STAND BY PAY	0.00	0.00	0.00	0.00	0.00
100-00-52200-126-000	FD DRILL & FIRE ALLOWANCE	1,878.75	3,117.50	13,000.00	9,882.50	23.98
100-00-52200-130-000	FD SOC SEC/MEDICARE	372.47	747.65	4,000.00	3,252.35	18.69
100-00-52200-215-000	FD TOWN ALLOW TO FD	0.00	0.00	2,000.00	2,000.00	0.00
100-00-52200-220-000	FD UTILITIES	1,405.56	1,405.56	6,695.00	5,289.44	20.99
100-00-52200-221-000	FD GRASS/SNOW	540.00	540.00	4,000.00	3,460.00	13.50
100-00-52200-223-000	FD PHONE	304.07	481.95	650.00	168.05	74.15
100-00-52200-224-000	FD COMPUTER & WEBSITE	0.00	4,007.15	5,000.00	992.85	80.14
100-00-52200-331-000	FD TRAINING	960.00	1,555.00	9,270.00	7,715.00	16.77
100-00-52200-341-000	FD SUPPLIES	337.98	337.98	6,000.00	5,662.02	5.63
100-00-52200-360-000	FD VEHICLE MAINT	2,316.81	102,621.12	22,500.00	-80,121.12	456.09
100-00-52200-361-000	FD FIRE HALL MAINT	494.65	494.65	10,000.00	9,505.35	4.95
100-00-52200-362-000	FD SERVICE/REPAIR EQUIP	1,680.00	1,680.00	7,000.00	5,320.00	24.00
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	36.31	1,796.31	1,000.00	-796.31	179.63
100-00-52200-505-000	FD ACCIDENT/INJURY INSURANCE	0.00	0.00	2,000.00	2,000.00	0.00
100-00-52200-510-000	FD PROP/LIAB INSURANCE	0.00	3,312.96	28,000.00	24,687.04	11.83
100-00-52200-810-000	FD EQUIPMENT	307.96	307.96	4,000.00	3,692.04	7.70
100-00-52210-000-000	2% FIRE DUES SERVICE AWARD	0.00	10,286.00	10,300.00	14.00	99.86
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	700.00	5,665.00	4,965.00	12.36
100-00-52210-810-000	2% FIRE DUES DIST EQUIPMENT	0.00	0.00	17,510.00	17,510.00	0.00
100-00-52220-000-000	PUBLIC FIRE PROTECTION	0.00	0.00	170,802.00	170,802.00	0.00
100-00-52300-000-000	AMBULANCE	205,652.62	205,652.62	205,652.62	0.00	100.00
100-00-52302-000-000	FIREHOUSE SUBS GRANT FUNDS	0.00	0.00	0.00	0.00	0.00
100-00-52310-122-000	FIRST RESPONDER CAPT SALARY	208.33	416.66	2,625.00	2,208.34	15.87
100-00-52310-127-000	FIRST RESPONDER CALL ALLOWANCE	960.00	1,620.00	15,500.00	13,880.00	10.45
100-00-52310-130-000	FIRST RESPONDER SOC SEC/MEDICA	89.41	155.88	1,200.00	1,044.12	12.99
100-00-52310-331-000	FIRST RESPONDER TRAINING	140.00	140.00	2,000.00	1,860.00	7.00
100-00-52310-390-000	FIRST RESPONDER MISC EXP	0.00	0.00	200.00	200.00	0.00
100-00-52310-701-000	EMS FAP	0.00	0.00	0.00	0.00	0.00
100-00-52310-810-000	FIRST RESPONDER EQUIPMENT	1,193.14	1,193.14	6,000.00	4,806.86	19.89
100-00-52400-130-000	BUILDING INSPECTOR SOC SEC/MED	0.00	0.00	0.00	0.00	0.00
100-00-52400-213-000	BUILDING INSPECTOR CONTRACT	0.00	0.00	110,000.00	110,000.00	0.00
100-00-52400-390-000	BUILDING INSPECTOR MISC EXP	0.00	0.00	0.00	0.00	0.00
PUBLIC SAFETY		220,928.05	346,670.07	700,384.62	353,714.55	49.50

Fund: 100 - GENERAL FUND

Account Number		2026 February	2026 Actual 02/28/2026	2026 Budget	Budget Status	% of Budget
100-00-53001-000-000	GENERAL ENGINEERING	0.00	0.00	25,000.00	25,000.00	0.00
100-00-53100-110-000	PUBLIC WORKS WAGES	7,012.50	13,845.84	84,991.58	71,145.74	16.29
100-00-53100-130-000	PUBLIC WORKS SOC SEC/MEDICARE	536.46	1,059.21	6,501.86	5,442.65	16.29
100-00-53100-131-000	PUBLIC WORKS WRS	504.90	996.90	6,119.39	5,122.49	16.29
100-00-53100-132-000	PUBLIC WORKS HEALTH INS	0.00	0.00	0.00	0.00	0.00
100-00-53100-133-000	PUBLIC WORKS LIFE INSURANCE	11.81	23.62	118.08	94.46	20.00
100-00-53100-380-000	PUBLIC WORKS DEPT EXPENSES	233.27	253.27	5,200.00	4,946.73	4.87
100-00-53101-000-000	GENERAL MAINT LOCAL RDS	325.66	325.66	120,000.00	119,674.34	0.27
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	0.00	0.00	16,500.00	16,500.00	0.00
100-00-53104-000-000	RD INSPECTOR HRLY WAGE	0.00	0.00	0.00	0.00	0.00
100-00-53104-130-000	RD INSPECTOR SOC SEC/MEDICARE	0.00	0.00	0.00	0.00	0.00
100-00-53104-390-000	RD INSPECTOR MISC	0.00	0.00	0.00	0.00	0.00
100-00-53105-000-000	DRAINAGE & CULVERTS	0.00	0.00	20,000.00	20,000.00	0.00
100-00-53106-000-000	SNOW REMOVAL EXPENSE	17,772.73	17,772.73	105,000.00	87,227.27	16.93
100-00-53107-000-000	SNOW REMOVAL PRIV ROADS	2,166.31	2,166.31	5,000.00	2,833.69	43.33
100-00-53420-000-000	STREET LIGHTING	815.87	815.87	9,300.00	8,484.13	8.77
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	4,000.00	4,000.00	0.00
100-00-53440-451-000	STORM WATER MANAGEMENT	546.18	546.18	35,000.00	34,453.82	1.56
100-00-53630-000-000	REFUSE & GARBAGE COLLECTION	34,069.97	34,105.97	416,444.00	382,338.03	8.19
100-00-53635-000-000	RECYCLING	18,336.24	18,336.24	219,866.40	201,530.16	8.34
100-00-53635-343-000	RECYCLING TOTES GARB/RECY	0.00	0.00	0.00	0.00	0.00
100-00-53640-000-000	WEED & NUISANCE CONTROL	0.00	0.00	100.00	100.00	0.00
PUBLIC WORKS		82,331.90	90,247.80	1,240,141.31	1,149,893.51	7.28
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	0.00	0.00	4,000.00	4,000.00	0.00
100-00-55200-130-000	PARKS SOC SEC/MEDICARE	0.00	0.00	306.00	306.00	0.00
100-00-55200-363-000	PARKS MAINTENANCE EXP	789.59	789.59	21,000.00	20,210.41	3.76
100-00-55200-390-000	PARKS MISC EXP	0.00	0.00	1,000.00	1,000.00	0.00
100-00-55201-820-000	PARKS IMPROVEMENTS	0.00	0.00	5,000.00	5,000.00	0.00
CULTURE, RECREATION AND EDU.		789.59	789.59	31,306.00	30,516.41	2.52
100-00-56200-110-000	ECONOMIC DEV COMMITTEE WAGES	0.00	0.00	0.00	0.00	0.00
100-00-56200-455-000	ECONOMIC DEV WC-IDB	0.00	0.00	8,000.00	8,000.00	0.00
100-00-56200-456-000	ECONOMIC DEV T.I.F.	0.00	0.00	10,000.00	10,000.00	0.00
100-00-56200-457-000	ECONOMIC DEV 21 SOUTH	0.00	0.00	10,000.00	10,000.00	0.00
100-00-56300-110-000	PLANNING COMMISSION WAGES	375.00	375.00	2,200.00	1,825.00	17.05
100-00-56300-390-000	PLANNING COMMISSION MISC EXP	0.00	0.00	200.00	200.00	0.00
100-00-56400-452-000	LAND USE/ZONING SURVEYING & FYG	0.00	0.00	8,000.00	8,000.00	0.00
100-00-56400-453-000	LAND USE/ZONING ENGINEERING	1,658.32	1,658.32	10,000.00	8,341.68	16.58
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		2,033.32	2,033.32	98,400.00	96,366.68	2.07
100-00-57100-000-000	LRP ENGINEERING & CONSTRUCT	0.00	0.00	100,000.00	100,000.00	0.00
100-00-57101-000-000	LRP EST/ACQUIS/LEGAL	0.00	0.00	210,000.00	210,000.00	0.00

Fund: 100 - GENERAL FUND

Account Number		2026 February	2026 Actual 02/28/2026	2026 Budget	Budget Status	% of Budget
100-00-57102-000-000	LPR SOUTH LEG ROUNDABOUT	0.00	0.00	347,500.00	347,500.00	0.00
100-00-57103-000-000	PUBLIC WORKS VEHICLE	0.00	0.00	0.00	0.00	0.00
100-00-57104-000-000	TH BOILER REPLACEMENT	0.00	0.00	0.00	0.00	0.00
100-00-57120-342-000	SERVER REPLACEMENT	0.00	0.00	10,000.00	10,000.00	0.00
100-00-57140-000-000	MUNICIPAL COMPLEX ENG/CONST	0.00	0.00	200,000.00	200,000.00	0.00
100-00-57141-000-000	MUNICIPAL COMP EST/AQUIS/LEGAL	0.00	0.00	100,000.00	100,000.00	0.00
100-00-57200-000-000	RESERVE FOR TOWN REVALUATION	0.00	0.00	10,000.00	10,000.00	0.00
100-00-57220-000-000	RESERVE FOR FIRE EQUIPMENT	0.00	0.00	0.00	0.00	0.00
100-00-57300-000-000	JONES POND	0.00	0.00	0.00	0.00	0.00
100-00-57301-000-000	BELLHAVEN LANE POND	0.00	0.00	0.00	0.00	0.00
100-00-57302-000-000	LEONARD POINT DETENTION POND	0.00	0.00	1,157,000.00	1,157,000.00	0.00
100-00-57400-000-000	FIRE EQUIPMENT	0.00	0.00	764,000.00	764,000.00	0.00
100-00-57500-000-000	JONES PARK	0.00	0.00	110,000.00	110,000.00	0.00
CAPITAL OUTLAY		0.00	0.00	3,008,500.00	3,008,500.00	0.00
100-00-58100-610-000	GO REFUNDING BOND PRINCIPAL	0.00	0.00	335,000.00	335,000.00	0.00
100-00-58200-620-000	OMRO ROAD INTEREST	0.00	0.00	120,590.00	120,590.00	0.00
100-00-58201-620-000	STORM SEWER INTEREST	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE		0.00	0.00	455,590.00	455,590.00	0.00
100-00-59200-000-000	TRANSFER TO OTHER FUNDS	0.00	0.00	0.00	0.00	0.00
OTHER FINANCING USES		0.00	0.00	0.00	0.00	0.00
Total Expenses		345,367.89	517,850.61	6,143,369.62	5,625,519.01	8.43
Net Totals		-345,367.89	-464,922.88	0.00	464,922.88	



AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors

From: Maggie Mahoney, Administrator

Date: March 18, 2026

RE: Ambulance Service Charge Exemption Requests

SUMMARY:

The town has received written requests for an exemption for the ambulance service charge from the following:

William Bowman for parcel 002-2955.

Midwest Real Estate Development for parcel 002-0253.

300, LLC and Olde Apple Acres Home Association, Inc for parcel 002-3384 and the 30 undeveloped parcels in Olde Apple Acres (parcel numbers not provided).

Town Legal Counsel has reviewed these exemption requests and has provided the attached legal opinion, with recommends denial of any exemption requests.

RECOMMENDED ACTION: The Town Attorney recommends denial of the exemption requests. Should the Town Board agree the following motion may be made:

“Motion to deny the request for exemption of the ambulance service charge by William Bowman, Midwest Real Estate Development, 300 LLC, and Olde Apple Acres Home Association.”

ATTACHMENTS:

1. Legal opinion
2. Written requests for exemption

CONFIDENTIAL LEGAL MEMORANDUM

To: Maggie Mahoney, Town Administrator
From: Tyler D. Pluff
Date: March 12, 2026
Re: Ambulance Charge Exemption Requests



I have been asked for a legal opinion as to the Town's obligation, if any, to grant an exemption for properties that are requesting an exemption from the Town's Ambulance Special Charge.

The governing body of a town may impose a special charge against real property for current services rendered by allocating all or part of the cost of the service to the property served. The authority under this section is in addition to any other method provided by law. Wis. Stat. Sec. 66.0627(2).

The ability for the Town to charge for providing availability of Ambulance service is explicitly enumerated in state statutes.

Ambulance service. The town board shall contract for or operate and maintain ambulance services unless such services are provided by another person. If the town board contracts for ambulance services, it may contract with one or more providers. The town board may determine and charge a reasonable fee for ambulance service provided under this section.

Wis. Stat. Sec. 60.565.

The Town has resolved that each property within the Town shall be charged **\$67.20** for the provision of ambulance services to every property. These invoices were mailed out by Town staff for payment.

A few requests have come into the Town requesting that certain properties be exempt. The requested exemptions all are parcels located within the Town. All of the parcels benefit from having ambulance service being available to their property.

The Town did not look to exempt any property in its resolution. These properties would have received the charge if they had been placed on the tax bill as they are all considered separate parcels.

The benefit of a special charge is that it has the benefit to charge all parcels, taxable and non-taxable.

Based on this information it would be my recommendation to deny any exemption request.

Please contact my office if there are any further questions or concerns.

***Correct amount is \$67.29 (M. Mahoney)**

Katie Reinbold
Town of Algoma | Clerk/Treasurer
15 N Oakwood Rd w Oshkosh, WI w 54904
920.235.3789

Dear Katie,

I am writing to formally request reconsideration of the Ambulance Service Special Charge assessed to my property.

Property Owner: William Bowman
Property Address: 4404 Bellhaven Lane, Oshkosh WI 54904
Telephone Number: 920-858-8037
Parcel Identification Number: 002-2955

Parcel 002-2955 adjoins Parcel 002-000902.

Nature of Request:

This letter serves as my formal written request for the Town Board to reconsider the Ambulance Service Special Charge applied to the above-referenced parcel.

Reasons for Requesting Reconsideration:

Parcel 002-2955 adjoins Parcel 002-000902, and was created to correct prior boundary lines. The parcel's boundary is a point at Bellhaven Lane and 7 feet at the lakefront. It is not separately addressed, is considered as part of the 4404 Bellhaven property as one continuous site and does not have any access. The width of the lot is less than the width of an ambulance. I have attached a sight plan where the parcel is labeled as out lot 3 highlighted on the east side of the site plan.

I respectfully request that the Town Board review whether the Ambulance Service Special Charge has been appropriately applied considering the above and waive the ambulance service charge.

Please let me know if any additional documentation or information is required to assist in this review. Thank you for your time and consideration.

Sincerely,
William Bowman
4404 Bellhaven Lane
Oshkosh, WI 54904
920-858-8037

Midwest Real Estate Development

2990 Universal Street, Suite B
Oshkosh, WI 54904
Phone #(920) 426-2001

February 12, 2026

Town of Algoma
15 N. Oakwood Road
Oshkosh, WI 54904

Attn: Maggie Mahoney

Subject: Ambulance Service Charge for Parcel #002-0253

Dear Ms Mahoney,

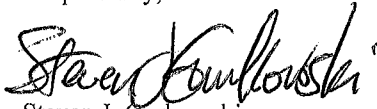
We received an invoice from the Town of Algoma for Ambulance service for Parcel #002-0253.

This parcel is the right of way on North Oakwood Road intersecting Havenwood Drive; please see attached map in which the parcel is outlined in blue.

Please review and consider removing this charge from the account.

I look forward to your response.

Respectfully,



Steven J. Gurkowski
Accounting Manager
2990 Universal Street; Suite A
Oshkosh, WI 54904
Phone # (920) 426-2060
Fax # (920) 426-2065

Enclosure



DEMPSEYLAW

February 24, 2026

VIA U.S. MAIL

Town of Algoma, Wisconsin
Attn: Margaret Mahoney, Town Administrator
15 N. Oakwood Road
Oshkosh, WI 54904

**RE: 2025 Ambulance Service Charge
Parcel No. 002-3384 and Parcels Owned by 300, LLC**

Dear Ms. Mahoney:

My office represents 300, LLC and Olde Apple Acres Home Association, Inc. Your February 2, 2026 correspondence regarding the 2025 ambulance service charge for parcel no. 002-3384 was forwarded to me for review.

With respect to parcel no. 002-3384, Olde Apple Acres Home Association, Inc. advises that this parcel consists solely of a retention/detention pond serving the Olde Apple Acres subdivision and is not, and will not be, developed with any structures or residential uses. As a practical matter, ambulance services will never be utilized at this parcel. In light of its dedicated stormwater-management function and lack of any occupiable improvements, my client respectfully requests that the Town review and adjust this charge, and that the 2025 ambulance service charge for parcel no. 002-3384 be reversed.

In addition, 300, LLC owns thirty parcels within the Town of Algoma, as identified on the enclosed schedule. These parcels are presently vacant and undeveloped. Until such time as the parcels are improved and capable of occupancy, there will be no demand for ambulance services associated with these properties. Accordingly, my client also respectfully requests that the Town review and adjust the 2025 ambulance service charges for these undeveloped parcels, whether by waiving the current charges, deferring them until the time of occupancy, or otherwise providing appropriate relief for parcels that are not yet in active use.

We recognize the Town's interest in ensuring sustainable funding for ambulance services and appreciate the fiscal pressures that led to the adoption of the per-parcel charge. At the same time, we believe there is a reasonable basis to treat a permanently unbuildable stormwater outlot, and currently undeveloped subdivision lots, differently from developed, occupied parcels for purposes of this particular charge.

In addition, the Town's informational notice describes the ambulance fee as a "special charge" imposed on all parcels to spread the cost of "providing the availability of City of Oshkosh Ambulance service to the town as a whole" in 2025. Under Wis. Stat. § 66.0627(2), a municipality may impose a special charge against real property for current services rendered by allocating all or part of the cost of the service to the property served. This authority does not extend to amounts that are not charges for a service rendered to the property itself. On that framework, my client's position is that a flat,

February 24, 2026

per-parcel ambulance availability charge on a permanently unbuildable stormwater outlot and presently undeveloped subdivision lots that do not in fact receive ambulance services is not a charge against "property served" within the meaning of § 66.0627(2).

Please contact me at your convenience to discuss these requests or any additional information the Town may need to complete its review. Thank you for your consideration.

Sincerely,

DEMPSEY LAW FIRM, LLP

Ryan M. Plisch

Ryan M. Plisch

Enclosures

RMP/sdh

cc: Client (via e-mail)



AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors

From: Maggie Mahoney, Administrator

Date: March 18, 2026

RE: Memorandum of Understanding between the Town of Algoma and the Algoma Sanitary District Regarding Right of Way Use

SUMMARY:

The town has a long working relationship with the Algoma Sanitary District #1 (ASD) as the water and sewer provider for the town. The town has recently expanded its right of way program by adding specific permits and implementing new fees and processes managed by the Public Works Director. This is standard practice to track work done and restoration of the right of way.

The town attorney has been working with town staff and the district on a MOU for their work in the right of way to better serve both entities. The most recent draft of the MOU is attached that includes the terms the town attorney and staff would accept. If there are any updates those changes will be presented at the meeting.

RECOMMENDED ACTION: Staff recommend approval of the MOU. Should the Town Board agree the following motion may be made:

“Motion to approve the Memorandum of Understanding between the Town of Algoma and the Algoma Sanitary District Regarding Right of Way Use.”

ATTACHMENTS:

1. Memorandum of Understanding

MEMORANDUM OF UNDERSTANDING

Between the Town of Algoma and the Algoma Sanitary District Regarding Right-of-Way Use

This Memorandum of Understanding (“MOU”) is entered into by and between the Town of Algoma, Winnebago County, Wisconsin (“Town”) and the Town of Algoma Sanitary District No. 1 (“District”) (collectively, the “Parties”) for the purpose of establishing clear procedures and expectations governing the District’s activities within the Town of Algoma public rights-of-way (“ROW”).

1. Purpose.

The purpose of this MOU is to ensure the District can respond promptly to emergency conditions within the Town’s ROW to protect public health and safety and prevent additional damage to public infrastructure, and to clarify permitting, notice, restoration, and financial security requirements applicable to such work.

2. Emergency Operations.

The Parties acknowledge that the District provides essential public services that occasionally require an emergent response. Emergency conditions include, but are not limited to:

- Water main breaks
- Sanitary sewer failures
- Lift station failures
- Other conditions that clearly, require an immediate response to protect the public health and safety, or to protect infrastructure

1. Non-Emergency ROW Activities.

The District acknowledges and understands that this Agreement is not intended to waive the Town’s requirement that the District obtain prior permit approval for all non-emergency operations and other activities within the Town’s ROW. The Town will waive its standard permitting fees for the District for the period of this agreement as long as the District is obtaining prior permit approval for non-emergency work in the ROW.

2. Permit Requirements for Emergency Work.

- a. **Waiver of Preapproval Permit.** The Town agrees to waive the requirement that the District obtain a preapproved permit prior to commencing emergency operations or emergency repairs within the ROW.

- b. Post-Emergency Permit Submission.** It is acknowledged and agreed that a permit is still required for emergency work. The District shall submit the applicable permit application, on a form provided by the Town, on or before the next business day following the start of the emergency work.

3. Notice Requirements.

The District shall notify the Town's Public Works Director and/or Administrator of the commencement of emergency work as soon as practicable, but in no event more than twelve (12) hours after commencing emergency work within the ROW. Notice shall occur in writing via email either to publicworks@townofalgoma.org or townadmin@townofalgoma.org.

4. Excavation, Backfill, and Restoration

- a. Backfill and Safety Measure.** The Town agrees to exempt emergency work from the standard seventy-two (72) hour inspection requirement prior to backfilling excavations. For emergency work, excavations shall be backfilled immediately for public safety and compacted to Town standards.
- b. Surface Restoration.** Permanent restoration shall be completed as soon as practicable and in coordination with Town staff. Temporary restoration methods (including cold patch asphalt during winter conditions) may be used by the District until permanent restoration is feasible.

5. Escrow Account.

As a condition of this MOU, the District shall deposit with the Town the sum of Three Thousand Dollars (\$3,000.00) as an escrow deposit ("Escrow Deposit"). The Escrow Deposit shall be held by the Town in a non-interest-bearing account and is required in lieu of right-of-way permitting fees otherwise applicable to both the District's emergency and non-emergency work within the Town's ROW.

The Escrow Deposit shall serve as financial assurance to guarantee the District's proper repair and restoration of any Town ROW disturbed in connection with the District's work. If the District fails to timely or adequately repair or restore the ROW to Town standards, the Town may, but is not obligated to, after first providing written notice of any failure or deficiency and an opportunity to cure in accordance with Section 10 below, complete or cause completion of such repair or restoration and reimburse itself for the cost thereof from the Escrow Deposit.

If the Escrow Deposit is reduced below Three Thousand Dollars (\$3,000.00) due to such reimbursements, the District shall replenish the Escrow Deposit to the original amount within forty five 45 days of written notice from the Town.

Upon termination of this MOU, completion of all work covered by this MOU, and after written acceptance of the ROW restoration by the Town, any remaining balance of the Escrow Deposit shall be returned to the District within thirty (30) days.

6. Safety, Liability, and Indemnification.

At all times during which the District is performing work within the Town of Algoma right-of-way, whether emergency or non-emergency, the District shall be solely responsible for implementing, maintaining, and enforcing all necessary safety controls. This includes, but is not limited to, traffic control measures, barricades, signage, lighting, and compliance with all applicable federal, state, and local safety regulations.

The District agrees to indemnify, defend, and hold harmless the Town, its officers, officials, employees, insurers and agents from and against any and all claims, demands, damages, losses, liabilities, costs, or expenses, including reasonable attorney fees, arising out of or related to injuries to persons or damage to property caused by or resulting from the District's activities, operations, or work within the right-of-way, to the extent caused by the District's fault, negligence, or willful conduct.

7. Non-Waiver of Government Immunity & Liability Limits.

No provision contained in this Memorandum of Understanding is intended to waive or estop either the Town or the District, or their respective insurers to rely upon the limitations, defenses, and immunities within Sections 345.05 and 893.80 Wis. Stats. To the extent indemnification is available and enforceable, neither party shall be liable in indemnity, contribution or otherwise for an amount greater than the limits of liability of municipal claims established under Wisconsin law.

8. ROW Restoration Responsibilities.

The District shall complete all necessary ROW repairs and restoration resulting from its work in conformance with established Town standards. The Town agrees it will not contract for ROW restoration without first providing notice to the District and allowing the District a reasonable opportunity to complete the work to Town standards. If the District fails to complete restoration within a reasonable timeframe, the Town may perform the work and recover its costs from the District.

9. Maintenance Period.

The Parties agree that the District shall be responsible for maintenance of restored ROW areas for a period of one (1) year.

10. General Provisions.

This MOU reflects the current understanding of the Parties and is intended to prevent misunderstandings regarding ROW operations. It may be amended only by written agreement

signed by both Parties. This MOU does not supersede applicable state law or municipal ordinances unless expressly stated.

11. Termination by Town for Breach.

In the event the District breaches any provision of this MOU, the Town may terminate the MOU upon thirty (30) days' written notice to the District. Notwithstanding the foregoing, the Town may terminate this Memorandum of Understanding immediately upon written notice if the breach involves public safety, failure to maintain required safety controls, failure to restore the right-of-way after providing a right to cure, or any other violation that, in the Town's reasonable determination, poses an immediate risk to persons or property. Termination under this section shall be in addition to, and not in limitation of, any other remedies available to the Town at law or in equity.

12. Expiration and Renewal.

This MOU shall commence upon execution by both Parties and shall remain in effect through December 31, 2027, unless earlier terminated in accordance with this Memorandum of Understanding. The MOU may be renewed thereafter by mutual written agreement of the Parties for successive two (2) year increments.

Town of Algoma

Algoma Sanitary District

Joel Rasmussen, Town Chair

Chad Hayes, Sanitary District President



AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors

From: Maggie Mahoney, Administrator

Date: March 18, 2026

RE: Public Fire Protection Charge Recovery Options

SUMMARY:

The purpose of the Public Fire Protection (PFP) charge is to pay for the cost of having to upsize the mains, storage tanks and pumps in order to provide the high pressures and volumes needed to fight fires. Hydrant maintenance is one small part of this cost. If the water system was not used to fight fires it would have significantly smaller mains, pumps and storage tanks; therefore, costing the water utility much less to build operate and maintain. Currently, the Algoma Sanitary District bills the town annually for this cost. The 2026 town budget includes \$170,802 in the general fund.

As reported in the attached notice from the District dated 6/24/25, they are proceeding with critical infrastructure improvements and will be undergoing a conventional rate case as required by the Public Service Commission in 2026 to fund these improvements. The cost for the PFP to the town will increase significantly, estimated increases are \$184,000 (7.5%) in the 2027 budget and \$218,000 (18.5%) in the 2028 budget.

As explained in more detail below, the Town can order the District to direct charge the cost of public fire protection to the customer water bills via resolution and there is not a negative adjustment to the levy. Meaning, that amount comes off the levy and is available for the town to use for other purposes. The town can take this action at any time, but this is being brought forth for discussion now because the District is undergoing a conventional rate case.

The town met with the District on October 9, 2025 to discuss options for the public fire protection fee to bring to the board.

Per the Public Service Commission, the municipality has three options for recovering the PFP charge:

1. Charges for PFP can be included on the water bills of utility customers (and non-customers) as allowed by Wis. Stat. § 196.03(3)(b). **This method is referred to as a direct charge.** Advantages to this method are that it does not increase property taxes, tax exempt water customers contribute to the system, and charges do not count

against the municipality's levy limit. Disadvantages include the fact that the PFP charge cannot be deducted on individuals' income taxes, and the amount of the charge to a particular customer is not strictly related to the benefit received.

2. The municipality can pay the PFP charge and recover it through property taxes. **This is referred to as a municipal charge.** Advantages of this method are that the water bill is smaller, the PFP is deductible on individual income taxes, and all properties except those that are tax exempt pay for the PFP. While the charge is paid proportionate to benefits received, the PFP charge counts towards the municipality's levy limit.

3. The municipality can elect to pay a portion of the PFP charge with the balance being made up through direct charges to customers.

<https://psc.wi.gov/Pages/ServiceType/Water/FireProtection.aspx>

The town currently pays the PFP by municipal charge (#2 above).

The District also proposes the option of the town charging a PFP as a special charge outside of the tax levy; however, it is unclear if this option is exempt from levy limits meaning there may be a negative adjustment to the levy if it is removed from the levy. The town attorney has reviewed their memo and case study provided for this option and does not recommend this option (attached). The attorney further adds:

If the Town wants to move the PFP charge outside of a general expenditure the direct charge on water bills is the most common around the state and provides the most benefit to the Town. Even if there are other options, my recommendation will not change. This is what all of my municipalities that charge this fee do and it works well throughout the state.

The District have been asked to present information to the Board on the details for the options to recover the PFP charge including:

- How the fee is currently being determined and billed to the town.
 - How many properties are/are not hooked up to district services?
- What are the nuances for billing water customers and non-customers?
 - Are there different costs for size/type of service for customers (residential, commercial, etc...)?
 - What would be the impact/cost of adding the non-customers for billing?
 - Is there any additional information regarding non-customers and vacant lots to consider?
- What is the estimated PFP cost now that the project costs are better known after the December project bid?
- Provide the charge amount for each of the 3 recovery options, providing a couple of scenarios for the third option to split the costs between the town and the customer billing (i.e. 25%, 50%, 75%).
- Timing of the conventional rate changes.

This item is for discussion only--any actions would occur at a future meeting. Should the Board wish to proceed with direct charging any portion of the PFP, the District would need a decision from the town by May 2026 in order to include this in their current rate case and the change would affect the town's upcoming 2027 budget year.

RECOMMENDED ACTION: None, this item is for discussion only.

ATTACHMENTS:

1. District Notice of construction project and PFP fee changes 6.24.25
2. District memo, case study, and town attorney response



3477 Miller Drive
Oshkosh, WI 54904
Phone (920) 426-0335
Fax (920) 426-1181
district.office@algomasd.org

June 24, 2025

Maggie Mahoney
Town Administrator
Town of Algoma
15 N Oakwood Rd
Oshkosh, WI 54904

Subject: Construction of New Elevated Water Storage Tank and Notification of Public Fire Protection (PFP) Fee Changes

Dear Administrator Mahoney,

In support of the Town of Algoma's continued growth and future development needs, the Algoma Water Utility, as an active partner, is planning critical infrastructure improvements to ensure the long-term reliability of both drinking water and fire protection services. To that end, we are notifying you of our intention to construct a new elevated water storage tank and of anticipated adjustments to the Public Fire Protection (PFP) fee.

The planned elevated storage tank will be located at the south end of Potratz Hill Road and is designed to hold 500,000 gallons. Construction is scheduled for completion by December 2027. This investment—estimated at over \$4.4 million—is essential for maintaining adequate water pressure and supply during emergency fire events and for meeting the increasing daily water demands of new developments across your Town.

This decision is reinforced by a water system engineering study, Wisconsin Department of Natural Resources (WDNR) regulations, and Wisconsin Public Service Commission (PSC) water capacity calculations, all of which emphasize the need to begin construction of a second elevated water storage tank now.

Since 2015, the Town's PFP fee has remained unchanged, largely due to a 40% increase in customer connections and maintaining utility expenses as low as possible. However, like many industries nationwide, we are now facing the impacts of increased operational costs due to sustained inflation and expensive regulatory requirements. As a result, we plan to submit a simplified rate case to the PSC for a modest 3% increase in the Town's PFP fee—from \$165,827 to \$170,802—effective with the 2025 property tax bill.

In addition, the Utility is preparing a comprehensive rate case to review the overall rate structure, including future PFP fees. The PSC determines these fees based on the proportion of system infrastructure dedicated to fire protection such as, including water main sizing, hydrants, storage capacity, and the extra pumping capacity required to support fire-fighting and training exercises.

To help minimize the financial impact on existing customers quarterly water rates and the Town of Algoma PFP tax levy, the Algoma Water Utility plans to fund at least 50% of the water tower cost through assessments collected from new customer connections.

We've included a preliminary Public Fire Protection Fee cost-of-service estimate for your future budget planning purposes:

Year	Town of Algoma PFP Fee	% Increase
2015-2024	\$165,827	0%
2025	\$170,802	3%
2026*	\$184,000	7.5% - estimate
2027*	\$218,000	18.5% - estimate

**Please note that these figures for 2026 and 2027 are for budget planning only. Final rates will be determined by the PSC and will depend on actual construction costs, bond interest rates, inflation, and other economic factors.*

It's also worth mentioning that the preliminary 2025 cost-of-service study allocated \$404,000 to the PFP fee. However, in an effort to ease the financial burden on the Town tax levy, the Water Utility is proposing to reallocate around half of the fire protection costs to general water rates.

The Algoma Water Utility will request the PSC to implement any upcoming rate increase in two steps as shown in the table above to ease the immediate impact.

We are committed to keeping you informed throughout the rate setting process. The Algoma Sanitary District (Water Utility) appreciates your partnership on this important community service for current and future residents of the Town of Algoma.

If you have any questions or would like additional information, please don't hesitate to contact us.

Respectfully Submitted,



Kevin Mraz
Utility Director



MEMORANDUM

TO: Kevin Mraz, Director of Public Utilities

FROM: Matt Parmentier, Sanitary District Attorney

RE: Use of Fees to Fund PFP

DATE: October 7, 2025

The Town of Algoma has in effect a resolution committing to pay the retail charges for the production, storage, transmission, sale, and delivery or furnishing of water for public fire protection services that are not included in the District's general service charges in accordance with Section 196.03(3)(b) of the Wisconsin Statutes. This charge is shown on the Algoma Sanitary District No 1 tariff as a fixed annual municipal charge to Town of Algoma. Neither the statute nor the utility tariff specifies or limits the source of Town funds that may be used to pay this charge. The Town has traditionally funded this payment under its general tax levy.

The Town is considering revoking that resolution. It is considering doing so because it may prefer to use its tax levy to pay other expenses. You have asked me to evaluate options that the Town has that would allow it to continue paying for fire protection services in a manner that does not count against its tax levy limit. The purpose of this memorandum is to identify an attractive option – the use of fees to cover the fire protection service charge.

Section 66.0602 of the Wisconsin Statutes sets local levy limits and generally limits municipalities' tax levies to the amount of the previous year's levy plus the increase in equalized value from net new construction.

The statute includes a Subsection (2m) on "negative adjustment," which is intended, among other things, to prevent municipalities from circumventing the levy limit by using fees to pay for services that had previously been funded through the tax levy. Under that subsection, if a municipality receives revenues that are designed to pay for a "covered service" that was funded in 2013 by the tax levy, the municipality must reduce its levy limit by an amount equal to the estimated amount of fee revenue collected for providing the covered service, not to exceed the amount funded in 2013 by the municipality's levy.

But this negative reduction applies only to so-called “covered services. That term is defined to mean “garbage collection, fire protection, snow plowing, street sweeping, or storm water management.” The term is defined to expressly exclude “the production, storage, transmission, sale and delivery, or furnishing of water for public fire protection purposes.

The result of this exception is that a municipality can establish a new fee to fund fire protection services without having to adjust its levy limit downward, thereby freeing up a tax levy amount equal to the total fire protection service charge.

This approach would achieve the Town’s goal of freeing up tax levy for other purposes while also generating the revenue needed to fund the fire protection service charge. And it would do so without creating the logistical challenges of other options.

I recommend presenting this option to the Town so it is aware that there is a way to pay for fire protection services without having it count against its tax levy limit.



City of River Falls v. St. Bridget's Catholic Church of River Falls

Court of Appeals of Wisconsin. | February 15, 1994 | 182 Wis.2d 436 | 513 N.W.2d 673

Document Details

KeyCite: **KeyCite Yellow Flag**
Declined to Extend by [Wood County v. Swank](#), Wis.App., November 26, 2003

standard Citation: City of River Falls v. St. Bridget's Cath. Church of River Falls, 182 Wis. 2d 436, 513 N.W.2d 673 (Ct. App. 1994)

All Citations: 182 Wis.2d 436, 513 N.W.2d 673

Outline

[Attorneys and Law Firms](#) (p.1)
[Opinion](#) (p.1)
[All Citations](#) (p.3)

Search Details

Search Query: "fee" AND "tax"
Jurisdiction: Wisconsin

Delivery Details

Date: November 25, 2025 at 9:33 AM
Delivered By: Kenya Kaldunski
Client ID: 15612199-DRCPI7
Status Icons: 
Inline KeyCite: Inline KeyCite completed successfully.



KeyCite Yellow Flag

Declined to Extend by [Wood County v. Swank](#), Wis.App., November 26, 2003

182 Wis.2d 436

Court of Appeals of Wisconsin.

CITY OF RIVER FALLS, * Plaintiff–Respondent,

v.

ST. BRIDGET'S CATHOLIC CHURCH
OF RIVER FALLS, Defendant–Appellant.

No. 93–2637

|

Submitted on Briefs Jan. 31, 1994.

|

Opinion Released Feb. 15, 1994.

|

Opinion Filed Feb. 15, 1994.

Synopsis

City sought declaratory judgment that charge to cover cost of providing water for public fire protection could be constitutionally assessed against church. The Circuit Court, Pierce County, [Robert W. Wing](#), J., ordered church to pay. Church appealed. The Court of Appeals, Myse, J., held that the charge is “**fee**,” rather than “**tax**.”

Affirmed.

Procedural Posture(s): On Appeal.

Attorneys and Law Firms

****674 *438** For the defendant-appellant the cause was submitted on the briefs of [Edward W. Matchett](#) of Davison & Vlack, of River Falls.

For the plaintiff-respondent the cause was submitted on the brief of [Steven B. Goff](#) of Bye, Krueger & Goff, S.C., River Falls.

For the State of Wisconsin an amicus curiae brief was submitted by James E. Doyle, Atty. Gen., and Alan Lee, Asst. Atty. Gen.

Before [CANE](#), P.J., and LaROCQUE and MYSE, JJ.

Opinion

MYSE, Judge.

St. Bridget's Catholic Church of River Falls appeals a judgment ordering it to pay to the City of River Falls charges associated with the cost of providing water for public fire protection (PFP) under [§ 196.03\(3\)\(b\), STATS.](#)¹ The church contends that the ***439** trial court erred by concluding that [§ 196.03\(3\)\(b\)](#) imposes a **fee** and not an unconstitutional **tax** on otherwise **tax** exempt properties. The church argues that PFP charges under [§ 196.03](#) constitute a **tax** because the primary purpose and effect of the charge is to raise revenue and not to collect charges for services rendered. The church further argues that allowing the city to assess a PFP charge on the church under [§ 196.03](#) results in the church's property being partially exempt and **taxed** without uniformity, in violation of the uniformity clause of [Art. VIII, § 1 of the Wisconsin Constitution](#). Because we conclude that the PFP charge is a **fee** and not a **tax**, we affirm the judgment.

The relevant facts are undisputed. The city provides water services as a public utility under [§ 196.01, STATS.](#) Among the services the city provides is water production, storage and transmission for public fire protection. Prior to the enactment of [§ 196.03\(3\)\(b\)](#), the city paid for the expenses of providing water for public fire protection out of general property **tax** revenues under ch. 70, STATS. After [§ 196.03\(3\)\(b\)](#) was enacted, the city elected to collect PFP charges as part of each utility customer's water bill. In 1989, the Public Service Commission approved two methods of apportioning the cost of providing water for public fire protection. One method the PSC approved is to calculate the amount of PFP charge each customer pays according to the customer's property value. The city uses this method to calculate the amount of PFP charge each customer pays. Since January 1990, the city has included a PFP charge in all city water utility bills.

The church sent a letter to the PSC “Requesting a Public Hearing on (PFP) 196.03.” The PSC responded, ***440** explaining that the city was authorized by [§ 196.03\(3\)\(b\), STATS.](#), and the PSC's 1989 order to assess PFP charges on utility customers according to the customers' property values. The PSC advised the church that concerns about being assessed a PFP charge and the timing of implementation

should be raised before the city's common ****675** council. The PSC noted that it could not address these issues because the statute expressly granted the city authority to assess utility customers a PFP charge. The PSC also advised the church that it could request a formal review of the city's rates if it desired.

The church refused to pay the PFP charge, claiming that  § 196.03(3)(b), STATS., is unconstitutional. The city subsequently filed a complaint with the trial court seeking a declaration that  § 196.03(3)(b) is constitutional and a judgment ordering the church to pay the PFP charge. The trial court concluded that  § 196.03(3)(b) is constitutional because the PFP charge is a **fee**, not a **tax**. The trial court noted that (1) the charge could be imposed by either a public or a private water utility, (2) the city imposed the charge in its capacity as a utility to pay its operational expenses, not as a municipality to collect revenue and (3) nonpayment of the charge does not result in a lien on the customer's property.

 Section 196.03(3)(b), STATS., provides in part:

In the case of a public utility furnishing water, the retail charges for the production, storage, transmission, sale and delivery or furnishing of water for public fire protection purposes not included in general service charges shall be included in the water utility bill of each customer of the public utility in a city ... unless the governing body of that city ... adopts a resolution providing that the city ... will ***441** pay those charges to the public utility furnishing the water.

Whether a statute is constitutional is a question of law that we determine independently of the trial court.   *Phillips v. WPC*, 167 Wis.2d 205, 224, 482 N.W.2d 121, 128 (Ct.App.1992). Statutes “carry a heavy presumption of constitutionality and the challenger has the burden of proving unconstitutionality beyond a reasonable doubt.” *Id.* (Citation omitted.) If doubt exists as to a statute's constitutionality, it must be resolved in favor of constitutionality.  *State ex rel. Hammermill Paper Co. v. LaPlante*, 58 Wis.2d 32, 45–46, 205

N.W.2d 784, 792 (1973). Moreover, if any reasonable basis exists upon which a statute may be found constitutional, we must presume the legislature enacted the statute on that basis.

 *Id.* at 46, 205 N.W.2d at 793 (citation omitted). A statute should be found constitutional if at all possible.  *Id.* at 47, 205 N.W.2d at 793.

The church contends that  § 196.03(3)(b), STATS., is unconstitutional because it authorizes a partial **tax** on **tax**-exempt organizations. We therefore must first determine whether the PFP charge is a **tax** imposed on property owners or a **fee** assessed for services provided to utility customers.

A **tax** is an enforcement of proportional contributions from persons and property, imposed by a state or municipality in its governmental capacity for the support of its government and its public needs.  *Buse v. Smith*, 74 Wis.2d 550, 575, 247 N.W.2d 141, 153 (1976). Our supreme court explained the difference between **taxes** and **fees**: the primary purpose of a **tax** is to obtain revenue for the government, while the primary purpose of a **fee** is to cover the expense of ***442** providing a service or of regulation and supervision of certain activities. *State v. Jackman*, 60 Wis.2d 700, 707, 211 N.W.2d 480, 485 (1973).

The church concedes that a municipality that furnishes water and collects charges for furnishing that water is acting in its proprietary capacity as a public utility. The church also concedes that such a charge is a **fee** assessed for services rendered to utility customers. The church argues, however, that the PFP charge is not based on services rendered to utility customers, but is a mechanism for collecting revenue to pay for the cost of providing public fire protection. The church asserts that when a municipality provides adequate water and water storage for public fire protection purposes, it is acting in its governmental capacity, just as when a municipality provides fire trucks for public fire protection purposes. The church notes that the PFP charge is assessed regardless of whether the utility customer actually used water to fight a fire. Thus, the church concludes, the PFP charge is not a **fee** for services rendered, but is a **tax**.

Our supreme court stated in ****676** *Milwaukee v. Milwaukee & Suburban Transp. Corp.*, 6 Wis.2d 299, 305, 94 N.W.2d 584, 588 (1959), that “[t]he substance, and not the form, of the imposition is the test of its true character.” The church's argument incorrectly assumes that to be a **fee**, a charge must be assessed for commodities actually consumed. As

we previously stated, if the primary purpose of a charge is to cover the expense of providing services, supervision or regulation, the charge is a **fee** and not a **tax**. *Jackman*, 60 Wis.2d at 707, 211 N.W.2d at 485.

Here, the purpose of the PFP charge is to cover the public utility's expense of making water available, storing *443 the water and ensuring that water will be delivered in case it is needed to fight fires at the utility customers' properties. Making water available, storing it and ensuring its delivery is a proprietary function, not a governmental function. The city is assessing the PFP charge in its role as the proprietor of the public utility and not in its role as a municipality providing equipment needed to fight fires. The fact that a municipality is assessing the PFP charge, rather than a private utility, does not itself render the charge a **tax** collected by a government. Nor does the fact that the amount of PFP charge assessed is computed according to the customer's property value itself render the charge a **tax**. Because the purpose of the PFP charge is to cover the public utility's expense of making water available, storing the water and ensuring that water will be delivered in case it is needed to fight fires at the utility customers' properties, its substance is consistent with a **fee**, not a **tax**.

Furthermore, the PFP charge authorized under  § 196.03(3) (b), STATS., lacks some of the common characteristics of a **tax**. We note that the legislature did not designate  § 196.03 as a **tax** statute, and its administration is not an integral part of the property **taxing** process. See  *State ex rel. La Follette v. Torphy*, 85 Wis.2d 94, 104–05, 270 N.W.2d 187, 191

(1978). In addition, unlike property **taxes** and assessments, nonpayment of the PFP charge does not result in a lien on the utility customer's land. See *De Pere v. PSC*, 266 Wis. 319, 326–27, 63 N.W.2d 764, 769 (1954). The fact that the PFP charge lacks some of the common characteristics of a **tax** supports our conclusion that the PFP charge is a **fee** and not a **tax**.

*444 Because we conclude that the PFP charge is a **fee** and not a **tax**, the church's constitutional challenge to  § 196.03(3)(b), STATS., must fail. We therefore need not address the other issues the church raises. See *Sweet v. Berge*, 113 Wis.2d 61, 67, 334 N.W.2d 559, 562 (Ct.App.1983). We note, however, that there is some confusion whether the church also seeks to challenge the PSC's order authorizing municipalities to compute the amount of PFP charge assessed to each utility customer based upon the value of the customer's property. If the church seeks to challenge the PSC's order, it must proceed under ch. 227, STATS. See § 196.41, STATS. Therefore we consider this issue only to the extent that it is argued to be indicative of a **tax**. As we previously noted, because the PFP charge's administration is not an integral part of the property **taxing** process, the fact that the charge is calculated according to property value does not render the charge a **tax**.

Judgment affirmed.

All Citations

182 Wis.2d 436, 513 N.W.2d 673

Footnotes

* Petition for review denied.

1 For ease in discussion, we will refer to the charges associated with the cost of providing water for public fire protection under  § 196.03(3)(b), STATS., as “PFP charges.” These charges do not encompass costs associated with operating and maintaining a fire department or any other costs not associated with the production, storage, transmission, sale and delivery or furnishing of water for public fire protection purposes.

Algoma Sanitary District Fee

From Tyler D. Pluff <tpluff@towncounselaw.com>

Date Thu 2026-01-22 9:45 PM

To MBP@dempseylaw.com <MBP@dempseylaw.com>

Cc kevin@algomasd.org <kevin@algomasd.org>; Maggie Mahoney <townadmin@townofalgoma.org>

Good Afternoon Matt:

I have reviewed the case and information you supplied.

I have determined and advised the Town that any direct PFP charge for the Town must be placed on the water bill of the utility customers.

The authorization is clear under Wis. Stat. § 196.03(3)(b)1 that the charge shall be included in the water utility bill. In statutory review, the use of shall is presumed mandatory. The case you provided further enforces this because the charge was placed on the utility bill and was not on the property tax bill.

There is not an option for the Town to place such charge outside the water bill. Even if there was the Town would be the only community in the state doing it that way. The rate system through the PSC is clear that it should be on the utility bill.

I believe the Town will be in touch with the sanitary district regarding appearing at an upcoming Town Board meeting to discuss.

Thank you,

Tyler D. Pluff

Attorney | Town Counsel Law & Litigation, LLC

940 E. Evergreen Drive
Kaukauna, WI 54130

Phone: (920) 725-1233

Fax: (920) 202-3116

TPluff@TownCounselLaw.com

www.towncounselawfirm.com

This matter and any accompanying attachment is a transmission from the law firm of Town Counsel Law & Litigation, LLC and may contain information which is privileged, confidential and protected by the attorney-client or attorney work-product privilege. If you are not the addressee, or authorized by the addressee to view this transmission, you are strictly prohibited from reading, disclosing, copying, distributing or using the contents of this message. If you have received this transmission in error, please destroy it and notify us immediately at our telephone number (920) 725-1233.

Operator's License Application

LICENSE TYPE

Please select one:



ORIGINAL

\$20.00

An original license for the Town of Algoma is issued for a term of one (1) year, expiring on June 30th. A certificate of completion of an approved Responsible Beverage Server Course is required.

Wis. Stats. § 125.17(1)(2)(3)



PROVISIONAL

\$15.00

A provisional operator's license is issued to a person enrolled in an approved Responsible Beverage Server Course who has also applied for a regular operator's license. A provisional license is valid for up to 60 days.

Wis. Stats. § 125.17(1)(2)(3)



RENEWAL

\$20.00

A renewal license for current license holders in the Town of Algoma is issued for a renewal term of one (1) year, expiring on June 30th. No certificate of Responsible Beverage Server training is required. A person with an expired operator's license is NOT eligible for a renewal license.

Wis. Stats. § 125.17(1)(2)(3)



TEMPORARY

\$10.00

A temporary license is issued to a person employed by or donating their service to a non-profit organization. A temporary license is only valid for 14 days. A maximum of two (2) licenses will be issued to any one person per year. Completion of an approved Responsible Beverage Server Course is not required.

Wis. Stats. § 125.17(4)

APPLICANT INFORMATION

Lauren Hearn

Full Name

Date of Birth

Social Security Number

Oshkosh

WI

54904

Address

City

State

Zip Code

(920) 573-0575

Email Address

Phone Number

Wisconsin

09/11/2033

F

Driver's License Number

Issuing State

Expiration Date

Sex (as listed on ID)

Lauren Potratz

Additional Names or Aliases

EMPLOYMENT INFORMATION

This application is only valid for businesses in the Town of Algoma.

Service Oil Company Inc, Serv U Beverage

Employer or organization for whom you will be working for upon license issuance

TEMPORARY LICENSE APPLICATIONS ONLY

Period* for which license is sought:

Work Start Date

Work End Date

**Temporary licenses are only valid for 14 days.*

APPLICANT HISTORY

Have you ever had a liquor or operator license revoked or suspended in any state?

YES

☐

NO

☒

Have you ever been arrested or cited for any offense (misdemeanors, tickets, violations, etc.)?

☐
☒

Exclude traffic violations UNLESS they are drug or alcohol related.

Have you ever been convicted of a felony?

☐
☒

If you've answered yes to any of the above questions, please provide the date, location, and nature of the offense.

OFFENSE DATE	OFFENSE LOCATION	NATURE OF OFFENSE
N/A		

SIGNATURE

The undersigned, upon penalty of perjury, declares the foregoing application to be complete and accurate.

Furthermore, I hereby empower the Town of Algoma, Winnebago County, and any of its agents to obtain information about me. I also hereby release any agency, business, or individual from all liability for damages which may result from me, my heirs, family, or associates because of compliance with this authorization and request to release information or any attempt to comply with it. I hereby agree to comply with all federal, state, and municipal laws, resolutions, ordinances, and regulations affecting the sale of such beverages and liquors if this license privilege is granted to me.

Lauren Hearn

03/04/2026

Applicant Signature

Date

FOR OFFICE USE ONLY

☐ COPY OF DRIVER'S LICENSE

2026

11018

Amount Paid

Check/Confirmation No.

License No.

☒ COPY OF TRAINING CERTIFICATE

*Not required for Renewal, Temporary, or Provisional

3/4/26

Date Received

Date Approved by the Town Board

DISPOSITION OF INVESTIGATIVE CHECK (WI CCAP & DOI)

☒ PASS

☐ FAIL

NOTES



AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors

From: Katherine Reinbold, Clerk/Treasurer

Date: March 18, 2026

RE: Transient Merchant Permit Applications

SUMMARY:

Town of Algoma requires any transient merchant, direct seller or charitable solicitor engaging in direct sales or solicitation activities within the Town of Algoma to obtain a permit for that purpose via the municipal code.

- Pickett Produce is a repeat applicant. They sell produce grown by Pickett Produce. They fall under the farm exemption and do not need to pay the fee.
- Patti Kimball-Brewing Futures from the Oshkosh Area School District is a repeat applicant. This is a summer school class for a short period of time. They are also exempt from the fee.

Both applicants are again requesting use of the town owned lot on the corner of Witzel and Oakwood. Due to there being multiple users and activities, Staff are recommending some conditions that will be presented with each permit for safety and visibility.

RECOMMENDED ACTION:

“Motion to approve transient merchant permit for Pickett Produce from June 1, 2026 – October 31, 2026, with the following conditions:

- *All structures and produce stay on southern side of lot and not extend beyond 30 ft from southern property line.*
- *No activity on August 11, 2026, due to the election; for parking.*
- *School buses need to be able to make transfers safely in the lot.*
- *Parking must be along the west side of the lot.*
- *Nothing can be placed in the right of way.”*

“Motion to approve transient merchant permit for Patti Kimball-Brewing Futures from June 8, 2026 – July 17, 2026, with the following conditions:

- *Be located at the northwest corner of the lot. (Check with town staff on first day to verify placement.)*
- *Parking must be along the west side of the lot.*
- *Nothing can be placed in the right of way.*

Attachments:

- Pickett Produce application and site plan
- Map of proposed setback for Pickett Produce
- Patti Kimball-Brewing Futures application

RECEIVED

FEB 20 2026

General and Transient Merchants

LICENSE APPLICATION

APPLICATION REQUIREMENTS

Each application must include a \$100.00 filing fee (payable to: Town of Algoma), a copy of the petitioner's photo ID, and a complete reproducible site plan, which includes, but is not limited to:

- ☒ All structures, parking, streets, and other manmade or natural features associated with the site.
- ☒ A north arrow.
- ☒ Map scale and distances.

APPLICATION

PETITIONER

Brady & Bryce Rennert

Petitioner Name

Brady
Bryce

Petitioner Phone Number

[REDACTED]

Petitioner Address

Oshkosh

City

WI

State

54902

Zip Code

OWNER (IF NOT PETITIONER)

Owner Name

Owner Phone Number

Owner Address

City

State

Zip Code

PROPOSED ACTIVITY LOCATION

Oakwood & Witzel lot

PROPOSED ACTIVITY DESCRIPTION

produce stand grown and operated by
pickett produce.

LICENSE DURATION

Period* for which license is sought:

June 1 2024 - Oct 31 2026

From Date

To Date

* Licenses may be requested for a period of up to one year.

SIGNATURES

I certify that the above information is true and complete to the best of my knowledge.

Bryce Rennert

Petitioner Signature

2/12/2026

Date

Brady Rennert

Owner Signature (if the owner is not the petitioner)

2/12/2026

Date

General and Transient Merchants

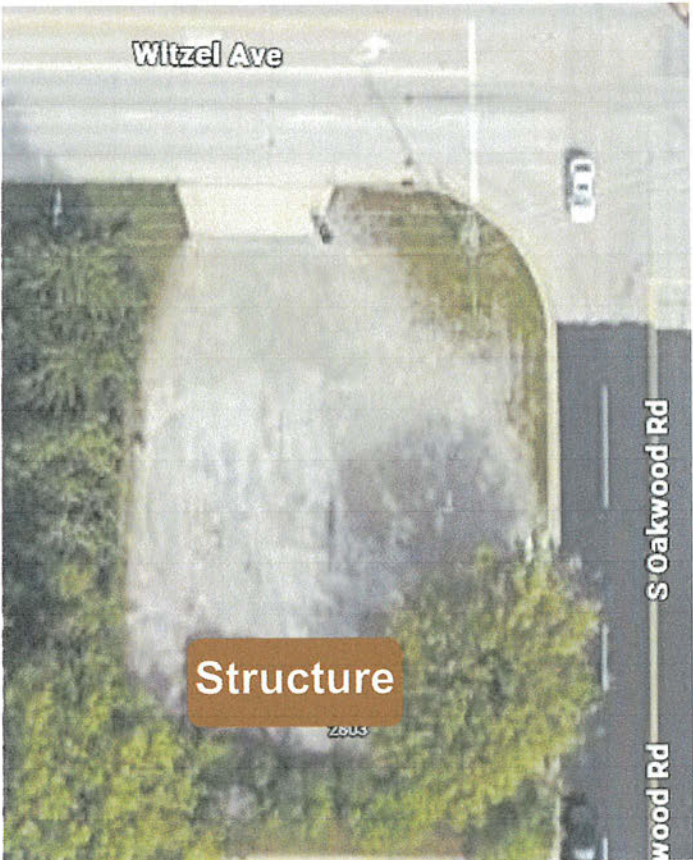
Thank you!
😊

APPLICATION REQUIREMENTS RECEIVED

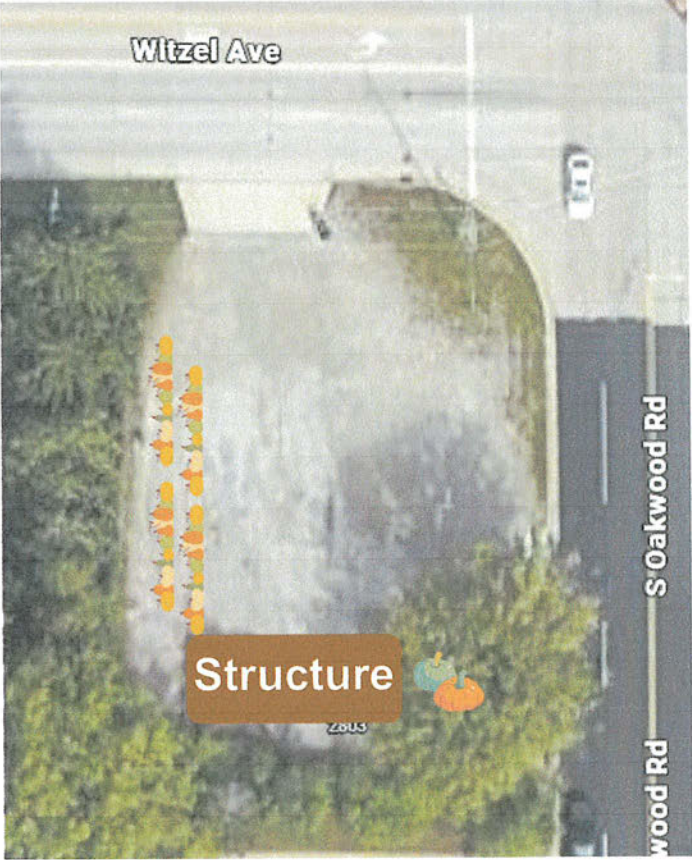
☒ Site Plan☐ Denied

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper appears to be a standard notebook page or a sheet of stationery. There is no handwriting or other markings on the page.

Approval Date



Before Fall



During Fall



002024102

2803

132.0'

0020240

135.0'

30 feet from fence

132.0'

41

General and Transient Merchants

LICENSE APPLICATION

APPLICATION REQUIREMENTS

Each application must include a \$100.00 filing fee (payable to: Town of Algoma), a copy of the petitioner's photo ID, and a complete reproducible site plan, which includes, but is not limited to:

- ☒ All structures, parking, streets, and other manmade or natural features associated with the site.
- ☒ A north arrow.
- ☒ Map scale and distances.

APPLICATION

PETITIONER

Patti Kimball - Brewing Futures 
Petitioner Name Oshkosh Area School District Petitioner Phone Number
 Oshkosh WI 54902
Petitioner Address City State Zip Code

OWNER (IF NOT PETITIONER)

Owner Name _____ Owner Phone Number _____
Owner Address _____ City _____ State _____ Zip Code _____

PROPOSED ACTIVITY LOCATION

Lot across from Algoma Town Hall (Oakwood/Witzel)

PROPOSED ACTIVITY DESCRIPTION

We are looking to bring our summer school class on our food truck, Brewing Futures, to this lot. This location is great for our students. We are planning 2 days/week, approximately 9:30-11:00. We would begin the week of June 8 - July 17.

LICENSE DURATION

Period* for which license is sought:

June 8, 2026 - July 17, 2026 * Licenses may be requested for a period of up to one year.
From Date To Date

SIGNATURES

I certify that the above information is true and complete to the best of my knowledge.

Patti Kimball 1-2-26
Petitioner Signature Date

Owner Signature (if the owner is not the petitioner)

Date

General and Transient Merchants

APPLICATION REQUIREMENTS RECEIVED

☒ Site Plan **Waived '25**

☐ Denied

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or other markings on the paper.

Approval Date

The Town of Algoma or a duly appointed official maintains the right to cancel this agreement if the applicant violates the conditions of this agreement or the Town of Algoma Municipal Code. There are no refunds for canceled agreements.



AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors

From: Jason Loduha, Public Works Director

Date: March 18, 2026

RE: Award bid for 2026 Asphalt Resurfacing Project to Kartechner Brothers LLC. in the amount of \$147,044.30.

SUMMARY:

Attached is the bid tab and letter of recommendation from the town engineer for the 2026 Asphalt Resurfacing project for the following roads:

- Westmoor Road (from N. Oakwood Road to Wylde Oak Drive)
- Gulig Court
- Westmoor Court
- Countryside Court
- Wylde Oak Drive (from Westmoor Drive to Rosewood Lane)
- Fitchburg Court - Supplemental bid item 1
- Rosewood Lane (Overland Trail to Wylde Oak Drive) - Supplemental bid item 2

The lowest total base bid plus supplemental bid 1 and 2 is \$147,044.30 with Kartechner Brothers LLC. The 2026 approved budget includes \$160,000 for this project. There will be an estimated \$10,000 in additional costs for engineering and legal, but the project is still under budget.

RECOMMENDED ACTION: Staff recommend awarding the base bid and supplemental bid. Should the Town Board agree the following motion may be made:

“Motion to award the bid for 2026 Asphalt Resurfacing Project to Kartechner Brothers LLC. In the amount of \$147,044.30.”

ATTACHMENTS:

1. 2026 Asphalt Resurfacing Project Notice of Award and bid tab



March 13, 2026

Town of Algoma
15 N. Oakwood Road
Oshkosh, WI 54904

Re: Town of Algoma
2026 Asphalt Resurfacing Program
Letter of Recommendation
McM. No. A0018-09-26-00125

On March 12, 2026, bids were received for the 2026 Asphalt Resurfacing Program. Three bids were received, ranging in base bid price from \$120,063.70 to \$165,946.53 (bid tabulation enclosed).

Based upon the bids received, we recommend awarding Contract A0018-09-26-00125 (Base Bid, Supplemental Bid 1 and 2) to the low bidder, Kartechner Brothers LLC, in the amount of \$147,044.30.

If you agree with our recommendation, please date and sign the enclosed Notices of Award, and return to our office for incorporation into the Contract Documents.

If you have any questions, please feel free to contact me.

Respectfully,

McMahon Associates, Inc.

A handwritten signature in black ink, appearing to read "P. Kleman".

Phillip T. Kleman, CPESC
Associate / Municipal & Water Resources Engineer

PTK:car

Enclosures: Notice of Award
Bid Tabulation

\SECTION 00 51 00.00

NOTICE OF AWARD

Dated: _____

To: KARTECHNER BROTHERS LLC
N11829 County Road I
Waupun, WI 53963

Contract No. A0018-09-26-00125

Project: 2026 ASPHALT RESURFACING PROGRAM
For The
TOWN OF ALGOMA | Winnebago County, Wisconsin

You are notified that your Bid, dated March 12, 2026, for the above Contract has been considered. You are the apparent successful Bidder and have been awarded a Contract for the 2026 Asphalt Resurfacing Program for the Town of Algoma, Winnebago County, Wisconsin.

Base Bid	\$120,063.70
Supplemental Bid 1	\$11,920.26
<u>Supplemental Bid 2</u>	<u>\$15,060.34</u>
Contract Price	\$147,044.30

The Contract Price of your Contract is One Hundred Forty-Seven Thousand Forty-Four & 30/100 Dollars (\$147,044.30).

You must comply with the following conditions precedent within **15-days** of the date of this Notice of Award, that is by _____.

1. You must deliver to the OWNER three (3) fully executed counterparts of the Agreement including all the Contract Documents.
2. You must deliver with the executed Agreement the Contract Security (bonds), as specified in the Instructions to Bidders, General Conditions (Paragraph 5.01) and Supplementary Conditions.
3. You must deliver Insurance Certification complying with the General Conditions and Supplemental Conditions of the Contract Documents.

Failure to comply with these conditions within the time specified will entitle OWNER to consider your Bid abandoned, to annul this Notice of Award and to declare your Bid Security forfeited.

One (1) fully signed counterpart of the Agreement, with the Contract Documents attached, will be returned to you within 15-days after you comply with the above noted conditions.

TOWN OF ALGOMA
Winnebago County, Wisconsin

(authorized signature)

(title)

Witness: _____

BID TABULATION

OWNER: TOWN OF ALGOMA
Project Name: 2026 Asphalt Resurfacing Program
Contract No. A0018-09-26-00125
Bid Date/Time: 3/12/2026 @ 10:00 a.m., local time
Project Manager: Phil Kleman

Engineer: McMAHON ASSOCIATES, INC.
 1445 McMahon Drive
 PO Box 1025
 Neenah, WI 54956 / 54957-1025

KARTECHNER BROTHERS LLC
 N11829 County Road I
 Waupun, WI 53963

NORTHEAST ASPHALT, INC.
 W6380 Design Drive
 Greenville, WI 54942

MCC, INC.
 2600 N. Roemer Road
 PO Box 1137
 Appleton, WI 54912-1137

BASE BID A | WESTMOOR ROAD (N OAKWOOD RD TO WYLDE OAK DR)

Item	Qty	Unit	Description	Unit Price	Total	Unit Price	Total	Unit Price	Total
A-1	1	L.S.	Mobilization	\$1,420.72	\$1,420.72	\$835.00	\$835.00	\$1,915.11	\$1,915.11
A-2	4,688	S.Y.	Asphaltic Surface Milling (Nominal 2 Inch Depth)	\$1.30	\$6,094.40	\$1.35	\$6,328.80	\$3.05	\$14,298.40
A-3	591	TON	2 Inch HMA Pavement, 4 LT 58-28 S (Surface Layer)	\$62.46	\$36,913.86	\$68.90	\$40,719.90	\$75.13	\$44,401.83
A-4	66	TON	3/4 Inch Base Aggregate Dense (Shoulders)	\$37.83	\$2,496.78	\$50.00	\$3,300.00	\$38.56	\$2,544.96
TOTAL (Items A-1 through A-4, Inclusive)				\$46,925.76		\$51,183.70		\$63,160.30	

BASE BID B | GULIG COURT

Item	Qty	Unit	Description	Unit Price	Total	Unit Price	Total	Unit Price	Total
B-1	1	L.S.	Mobilization	\$1,420.00	\$1,420.00	\$835.00	\$835.00	\$1,915.11	\$1,915.11
B-2	918	S.Y.	Asphaltic Surface Milling (Nominal 2 Inch Depth)	\$1.30	\$1,193.40	\$1.35	\$1,239.30	\$3.55	\$3,258.90
B-3	116	TON	2 Inch HMA Pavement, 4 LT 58-28 S (Surface Layer)	\$62.46	\$7,245.36	\$68.90	\$7,992.40	\$78.84	\$9,145.44
B-4	11	TON	3/4 Inch Base Aggregate Dense (Shoulders)	\$37.83	\$416.13	\$50.00	\$550.00	\$38.56	\$424.16
TOTAL (Items B-1 through B-4, Inclusive)				\$10,274.89		\$10,616.70		\$14,743.61	

BASE BID C | WESTMOOR COURT

Item	Qty	Unit	Description	Unit Price	Total	Unit Price	Total	Unit Price	Total
C-1	1	L.S.	Mobilization	\$1,420.72	\$1,420.72	\$835.00	\$835.00	\$1,915.11	\$1,915.11
C-2	920	S.Y.	Asphaltic Surface Milling (Nominal 2 Inch Depth)	\$1.30	\$1,196.00	\$1.35	\$1,242.00	\$4.86	\$4,471.20
C-3	116	TON	2 Inch HMA Pavement, 4 LT 58-28 S (Surface Layer)	\$62.46	\$7,245.36	\$68.90	\$7,992.40	\$78.84	\$9,145.44
C-4	12	TON	3/4 Inch Base Aggregate Dense (Shoulders)	\$37.83	\$453.96	\$50.00	\$600.00	\$38.56	\$462.72
TOTAL (Items C-1 through C-4, Inclusive)				\$10,316.04		\$10,669.40		\$15,994.47	

BASE BID D | COUNTRYSIDE COURT

Item	Qty	Unit	Description	Unit Price	Total	Unit Price	Total	Unit Price	Total
D-1	1	L.S.	Mobilization	\$1,420.72	\$1,420.72	\$835.00	\$835.00	\$1,915.11	\$1,915.11
D-2	689	S.Y.	Asphaltic Surface Milling (Nominal 2 Inch Depth)	\$1.30	\$895.70	\$1.35	\$930.15	\$5.41	\$3,727.49
D-3	87	TON	2 Inch HMA Pavement, 4 LT 58-28 S (Surface Layer)	\$62.46	\$5,434.02	\$68.90	\$5,994.30	\$78.89	\$6,863.43
D-4	7	TON	3/4 Inch Base Aggregate Dense (Shoulders)	\$37.83	\$264.81	\$50.00	\$350.00	\$123.19	\$862.33
TOTAL (Items D-1 through D-4, Inclusive)				\$8,015.25		\$8,109.45		\$13,368.36	

BASE BID E | WYLDE OAK DRIVE (WESTMOOR DR TO ROSEWOOD LN)

Item	Qty	Unit	Description	Unit Price	Total	Unit Price	Total	Unit Price	Total
E-1	1	L.S.	Mobilization	\$1,420.72	\$1,420.72	\$835.00	\$835.00	\$1,915.11	\$1,915.11
E-2	4,445	S.Y.	Asphaltic Surface Milling (Nominal 2 Inch Depth)	\$1.30	\$5,778.50	\$1.35	\$6,000.75	\$2.76	\$12,268.20
E-3	560	TON	2 Inch HMA Pavement, 4 LT 58-28 S (Surface Layer)	\$62.46	\$34,977.60	\$68.90	\$38,584.00	\$75.12	\$42,067.20
E-4	63	TON	3/4 Inch Base Aggregate Dense (Shoulders)	\$37.38	\$2,354.94	\$50.00	\$3,150.00	\$38.56	\$2,429.28
TOTAL (Items E-1 through E-4, Inclusive)				\$44,531.76		\$48,569.75		\$58,679.79	
TOTAL BASE BID				\$120,063.70		\$129,149.00		\$165,946.53	

SUPPLEMENTAL BID 1 | FITCHBURG COURT

Item	Qty	Unit	Description	Unit Price	Total	Unit Price	Total	Unit Price	Total
1-1	1	L.S.	Mobilization	\$1,420.72	\$1,420.72	\$835.00	\$835.00	\$1,915.11	\$1,915.11
1-2	1,097	S.Y.	Asphaltic Surface Milling (Nominal 2 Inch Depth)	\$1.30	\$1,426.10	\$1.35	\$1,480.95	\$3.71	\$4,069.87
1-3	138	TON	2 Inch HMA Pavement, 4 LT 58-28 S (Surface Layer)	\$62.46	\$8,619.48	\$68.90	\$9,508.20	\$78.88	\$10,885.44
1-4	12	TON	3/4 Inch Base Aggregate Dense (Shoulders)	\$37.83	\$453.96	\$50.00	\$600.00	\$86.69	\$1,040.28
TOTAL (Items 1-1 through 1-4, Inclusive)				\$11,920.26		\$12,424.15		\$17,910.70	

SUPPLEMENTAL BID 2 | ROSEWOOD LANE (OVERLAND TR TO WYLE OAK DR)

Item	Qty	Unit	Description	Unit Price	Total	Unit Price	Total	Unit Price	Total
2-1	1	L.S.	Mobilization	\$1,420.72	\$1,420.72	\$835.00	\$835.00	\$1,915.11	\$1,915.11
2-2	1,416	S.Y.	Asphaltic Surface Milling (Nominal 2 Inch Depth)	\$1.30	\$1,840.80	\$1.35	\$1,911.60	\$3.74	\$5,295.84
2-3	178	TON	2 Inch HMA Pavement, 4 LT 58-28 S (Surface Layer)	\$62.46	\$11,117.88	\$68.90	\$12,264.20	\$77.42	\$13,780.76
2-4	18	TON	3/4 Inch Base Aggregate Dense (Shoulders)	\$37.83	\$680.94	\$50.00	\$900.00	\$38.56	\$694.08
TOTAL (Items 2-1 through 2-4, Inclusive)				\$15,060.34		\$15,910.80		\$21,685.79	

SUPPLEMENTAL BID 3 | WYLDE OAK DRIVE/COURT

Item	Qty	Unit	Description	Unit Price	Total	Unit Price	Total	Unit Price	Total
3-1	1	L.S.	Mobilization	\$1,420.72	\$1,420.72	\$835.00	\$835.00	\$1,915.11	\$1,915.11
3-2	3,867	S.Y.	Asphaltic Surface Milling (Nominal 2 Inch Depth)	\$1.30	\$5,027.10	\$1.35	\$5,220.45	\$2.90	\$11,214.30
3-3	487	TON	2 Inch HMA Pavement, 4 LT 58-28 S (Surface Layer)	\$62.46	\$30,418.02	\$68.90	\$33,554.30	\$77.45	\$37,718.15
3-4	44	TON	3/4 Inch Base Aggregate Dense (Shoulders)	\$37.83	\$1,664.52	\$50.00	\$2,200.00	\$38.56	\$1,696.64
TOTAL (Items 3-1 through 3-4, Inclusive)				\$38,530.36		\$41,809.75		\$52,544.20	

Bid Security	5% Bid Bond	5% Bid Bond	5% Bid Bond
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AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors

From: Maggie Mahoney, Administrator

Date: March 18, 2026

RE: Petition for proposed zoning map amendment affecting the Winnebago County Zoning Ordinance and Office Map of the Town of Black Wolf.

SUMMARY:

The Town of Black Wolf is requesting to re-establish existing zoning districts of Chapter 23 within the shoreland area. This is a request to amend to the county general zoning map.

Towns are notified when there are general amendments to the county code or map, and those that are under county zoning are asked to consider the request as part of the approval process. The Town of Algoma is under county zoning so this is brought forth for consideration. The county held a public hearing on this matter on March 4 (see attached notice).

The requested changes do not affect the town—this is purely procedural, and staff do not see any reason to object to this map amendment.

RECOMMENDED ACTION: Staff recommend approval of the map amendment request as presented. Should the Town Board agree the following motion may be made:

“Motion to approve the petition for proposed zoning map amendment affecting the Winnebago County Zoning Ordinance and Office Map of the Town of Black Wolf.”

ATTACHMENTS:

1. Notice of Public Hearing

Winnebago County Planning and Zoning Department

NOTICE OF **SPECIAL** PUBLIC HEARING PLANNING AND ZONING COMMITTEE March 04, 2026

TO WHOM IT MAY CONCERN:

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

The Winnebago County Planning and Zoning Committee will be holding a special public hearing on March 04, 2026 at 6:30 PM in Conference Room 120 of the David Albrecht Administration Building located at 112 Otter Ave, Oshkosh, WI.

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

Microsoft Teams Meeting Information Link: <https://winnebagocowi.portal.civicclerk.com/>
Select the Agenda PDF on the meeting date and Click "Join Meeting Now"

For further detailed information concerning this notice, contact the Town Clerk or the Winnebago County Zoning office, where the application is available for viewing.

INFORMATION ON ZONING MAP AMENDMENT REQUEST

Application No.: 2026-ZC-7340

Applicant: WINN CTY PLANNING & ZONING

Agent: CARY ROWE WINNEBAGO COUNTY PLANNING & ZONING DEPT

Location of Premises: TOWN WIDE, TOWN OF BLACK WOLF, OSHKOSH

Tax Parcel No.: 004--

Legal Description:

Explanation: Applicant is requesting to re-establish zoning district of Chapter 23 within the shoreland area.

INITIAL STAFF REPORT

Sanitation: n/a

Overlays: Shoreland, floodplain, wetlands

Current Zoning: Various Zoning Districts

Proposed Zoning: Various Zoning Districts

Surrounding Zoning: **North:** City of Oshkosh; **South:** Fond Du Lac County; **East:** ; **West:** Nekimi;

THE FOLLOWING INFORMATION HAS BEEN PROVIDED BY THE OWNER/APPLICANT

Describe present use(s): Properties in the Town of Black Wolf are currently in Winnebago County Shoreland zoning jurisdiction under Chapter 27 of the Winnebago County General Code, which cross-references Chapter 23 of the Winnebago County General Code. Effective April 1, 2026, the cross-referenced Chapter 23 has been removed from Chapter 27 of the General Code.

Describe proposed use(s): The Town of Black Wolf wishes to adopt Winnebago County Chapter 23 Zoning for properties located in shoreland areas as defined by Chapter 23 effective April 1, 2026.

Describe the essential services for present and future use(s): NA

Describe why the proposed use would be the highest and best use for the property: NA

Describe the proposed use(s) compatibility with surrounding land use(s): NA

SECTION REFERENCE AND BASIS OF DECISION

23.7-5 Basis of Decision

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

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