



APPROVED

Meeting Minutes

Date: Thursday, February 17th, 2022

Time: 4:30 p.m.

Location: 2800 Ward Ave, La Crosse, WI 54601

OFFICIALS PRESENT: Commissioners: Kurt Knutson, Tim Ehler, Robert Lynn, Town Administrator Christina Peterson, Public Works Director Terry Wright, Dan Odeen, Town Treasurer Sara Jarr

ATTENDANCE LIST: None.

1. Call to Order at 4:30 p.m. by Chairperson Kurt Knutson
2. **Minutes from 2/17/2022** Motion by Lynn, second by Knutson to approve meeting minutes with suggested changes from 2/17/2022. Motion carried unanimously.
3. **Review and Approve Bills Payable** Motion by Knutson, second by Lynn to approve \$13,790.98 in open invoices, and \$1,511.62 in paid invoices. Motion carried unanimously.
4. **Citizens' Concerns** None.
5. **Old Business**
 - a. Arbor Hills Well Project Finalization
 - Change Order #9 - Credit for electrical subcontractor not being used. Addition of pipe and value with Jack stand for Well #1. Motion by Knutson, second by Lynn to approve \$7,707.90. Motion carried unanimously.
 - Olympic Builders Pay Application #19. Motion by Knutson, second by Lynn to approve \$29,244.64. Motion carried unanimously.
 - Olympic Builders Pay Application #20 (pending final amount). Pay Application will include release of retainage and warranty to complete remaining punch list items (painting, gable, caulking, seeding, mulching, pull silt fencing). Motion by Knutson, second by Lynn to approve. Motion carried unanimously.
 - b. Boma Road Watermain Extension
 - Becher Hoppe prepared a cost estimate for watermain extension to and along Boma Road:
 - Option 1 - Watermain extension along the south side of STH 33 and boring under STH 33 to Boma Road. This estimate is based off open trench excavations, except for the crossing, and no excavation. Total cost estimate, \$169,00.00.
 - Option 2 - Watermain extension using 8-inch PVC watermain to serve customers along Boma Road. A potential assessment was computed by combining the existing 34 homes along Boma Road and an additional 11 new homes (45 total). Peterson suggests that the number new homes be reduced to 4-5 new homes, making assessments approximately \$20,000 for most homes. 2 property owners that have significantly more road frontage would be assessed more by a formula to be determined later. Total Cost estimate, \$681,000.00.
 - Option 3 - If the Sanitary District would like to use the extension along Boma Road to serve the areas in the "Ridge," the watermain should be upsized to 10-inch. The additional cost to up size the watermain along Boma Road to 10-inch would be approximately \$81,00.00.



- b. Boma Road Watermain Extension, cont.
- Peterson will be forwarding Becher Hoppe's preliminary numbers to Ehlers to prepare cost proposals. Ideally, Ehlers' evaluation would be available in April.
 - Peterson proposed the next public meeting with Boma Road residents occurs in May.
 - The Sanitary District and Peterson discussed establishing a time frame in which a resident must hook up. Also, creating a fee to connect and providing an incentive to a resident to hook up faster.

6. New Business

- a. Hach Sewer Meter Service Contract
- The Sanitary District Board, Peterson and Wright reviewed the service partnership quotation. The Board will review as needed and accepted the cost as part of the operational budget moving forward. No motion needed or made.
- b. 2022 Water and Sewer Budgets (copies attached)
- Motion by Ehler, second by Lynn to approve 2022 Water Budget as presented. Motion carried unanimously.
 - Motion by Ehler, second by Lynn to approve 2022 Sewer Budget as presented. Motion carried unanimously.

7. Reports

- a. Administrator
- Peterson plans to confirm a date in March to meet with the mayor to discuss the sewer agreement. She also hopes to meet with Bernie Lenz to further discuss a joint study of the sewer capacities and flow in the Terraces.
 - Additional invoices have been located to submit for reimbursement from the Safe Drinking Water Loan Program (SDWLP). SEH had only submitted their invoices and Pay Applications to date.
 - The DNR has approved use of the contingency amount of the SDWLP to purchase a portable generator. Quotes need to be obtained and the DNR must do a final approval before purchasing.
- b. Public Works
- Odeen requested that the Sanitary Board approve a Water Utility Mutual Assistance Agreement with Stoddard. The DNR and Wisconsin Administrative Code require an Emergency Plan that includes a mutual aid agreement. The WRWA provides a template and Odeen provided a copy. Peterson will review and update the document to fit the needs of Shelby and Stoddard. The agreement will be available for signatures on 03/17/2022.
 - Wright provided a home inspection update. 164 homes need inspections, 21 homes have violations needing reinspection.

8. Adjournment

Motion by Knutson to adjourn at 6:18 p.m., second by Lynn. Motion carried unanimously.

Respectfully Submitted,
Sara Jarr, Treasurer
Fortune Weaver, Clerk

Next Meeting Thursday, March 17, at 4:30 p.m.