

## TOWN OF SHELBY Sanitary District #2 Minutes



DATE & TIME: September 1st, 2016 4:30pm

LOCATION: Town Hall

PRESENT: Chairman Bob Mueller, Supervisor Steve Lundsten & Supervisor Kurt Knutson

ABSENT: ALSO PRESENT: Jeff Brudos/Administrator & Michelle Kind Clerk to 6pm

Attendance List: Stephen Opatik/Becher Hoppe Engineering and Sarah Fortune/Hale Skemp Attorney

1. Meeting called to order by Mueller at 4:31pm.
2. Motion by Mueller/Lundsten to approve the minutes of the Aug 16th, 2016. Motion carried.
3. Discussion held on Hwy 33 Water Project, including time frame, funding, obtaining easements, and special assessments. Mueller and Brudos met with the State fund representatives and discussed financing options. The Sanitary District to charge residents ¼% above the State fund for Administrative fees to cover the costs. There is no pre-payment penalty. The District to levy special assessment. The Board discussed the completion of the Mobile Home Park water hook up agreements and have Brudos go forward with the Legal team to get signed agreements including easements with Town and Mobile Home parks.
4. Motion by Knutson/Lundsten to request an application for State Fund Loan. Motion carried.
5. Steve Opatick of Becher/Hoppee Engineering discussed the bid opening for the project were opened on Thursday 8/25/16 – see attached spreadsheet. Bids were lower than estimated and all the bids were comparable. Opatick recommended McCabe Construction. The well houses currently used at the Mobile Home Courts will be reviewed for ability to use those existing facilities as meter houses and sampling stations for chemical testing. Motion by Mueller/Knutson to award the contract for Hwy 33 water project, pending approval from DNR, easements obtained, and funding approval to McCabe Construction at \$556,216.25, including open cut #2 for an additional cost. Motion carried.
6. Motion by Mueller/Knutson to authorize spending up to \$1,000 per easement for the Highway 33 water project. Attorney noted the easement requests have been done and the letters are going out this week. Easements to be negotiated by the District's Administrator and Legal Representative. Fall back is eminent domain. Motion carried.
7. Motion by Knutson/Lundsten to request an application for a loan from the Wisconsin Bureau of Public Lands for the Hwy 33 Water Project. Motion carried.
8. Motion by Mueller/Knutson to approve the payment of bills in the amount of \$41,995.89 for Water and \$2,726.23 for Sewer. Motion carried.

9. Meeting adjourned at 6:10pm. Next scheduled meeting TBD as needed for the next steps for the Hwy 33 water project.

Respectfully submitted,  
Michelle Kind/Jeff Brudos