

EAGLE LAKE SEWER UTILITY DISTRICT

Of the Town of Dover

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EAGLE LAKE SEWER UTILITY DISTRICT COMMISSION “SPECIAL”

PUBLIC MEETING MINUTES

MONDAY, MARCH 28, 2022 @ 6:00 PM

4110 SOUTH BEAUMONT AVE (TOWN HALL)

KANSASVILLE, WI RACINE COUNTY

1. **Call to order:** Chairman Sam Stratton called the meeting to order at 6:00pm.
2. **Roll Call:** Sam Stratton Chairman, Mike Shenkenberg Supervisor #1, Jared Guillen Supervisor #2, Jeff Bratz ELSUD Superintendent and Will Hein Engineer from Applied Technologies. Absent with notice: Marie Frederick ELSUD Commissioner & Jim Kieliszewski ELSUD Commissioner.
3. **Award/Signing of the Contract for the Lift Station/Force Main Project:** Will Hein distributed a handout showing the four bids from the variance companies which were opened on March 16, 2022. PTS Contractors from Green Bay was the lowest bid at \$3,986,000.00. Mr. Hein did verify that the bids included all necessary components. Concern regarding damaging the roads with heavy equipment was discussed due to all the rain as of late. It was noted that if contractors damage the roads, there is some money in the contract to repair them. Engineer Hein stated he will monitor the situation as construction progresses. The reason for calling this meeting is to lock in/sign the contract to minimize costs and to obtain a project start date. Jared Guillien made the motion to award the 2022 Lift Station/Force Main Project contract to PTS Contractors in the amount of \$3,986,000, seconded by Mike Shenkenberg. VOTE: 3/0 Motion carried. (Jared yes, Mike yes, Sam yes)
4. **Public Comments:** a)The clearing of brush in the rights-of-way was discussed. Quotes from PTS and Countyline Contractors shall be obtained/discussed. Discussion took place regarding moving items from the Minnetonka right-of-way and to have the attorney write an expedited letter so construction would not be held up. Chairman Stratton did request to view a copy of the letter prior to mailing. b)Discussion took place regarding having a new analysis completed regarding user fees. Now that the project has been awarded at \$3,986,000.00 and the Engineer fees have been determined at \$321,400.00, we should be able to get a better handle on future ELS user fees. Previously the project was projected at five million dollars and the user fees would have increased approximately \$40 to \$41 per quarter. After discussion, it is rumored that the money which was requested from the county may be awarded in April. Once those dollars, if any, are received user fees should certainly be recalculated. c)Since Will Hein is Dover's Engineer for Roads as well, discussion occurred regarding awarding the bid for crack filling/sealcoating. Discussion occurred on Scott Construction's method of crack filling/sealcoating and that by spending a bit more money than the lowest bid, the likelihood of the roads lasting longer was projected to be higher. Discussion occurred that before sending out the next years road bids, Will Hein would like to supply specific verbiage to ensure all bidders provide exactly the same quality bonding material. The board agreed to award the contract to Scott Construction.
5. **Accept and approve Construction Related Services contract with Applied Technologies, Inc.:** Engineer Will Hein noted that when the force main is installed a full-time inspector would be required by the DNR, in addition Will Hein will sporadically inspect the project. Pay requests will happen monthly, not to exceed the contracted amount. Jared Guillien made the motion to approve Applied Technologies Inc. contract not to exceed the amount of \$321,400.00, seconded by Mike Shenkenberg. VOTE: 3/0 Motion carried. (Jared yes, Mike yes, Sam yes)

6. **Short Term Loan Possibility:** Discussion occurred, in the event that the Town of Dover would require backup funding to cover EMS (Emergency Medical Service) payroll, the Town Board inquired if a short-term loan would be feasible from Eagle Lake Sewer. EMS service billing should be beginning this month, but insurance billing traditionally takes 3-4 months to get on a normal routine. In previous years, the Town of Dover borrowed money from ELS at one percent APR (Annual Percentage Rate) and a thirty-day call. The thirty-day call would allow the Town of Dover to acquire a loan through another source if ELS would need the money. The current Town Board inquired to obtain a loan up to \$300,000 with the same previous terms should it be needed. Jared Guillien made the motion to have the paperwork drawn up to borrow up to \$300,000 with one percent APR and a thirty-day call, seconded by Mike Shenkenberg. VOTE: 3/0 Motion carried. (Jared yes, Mike yes, Sam yes)
7. **Adjournment:** Jared Guillien made the motion to adjourn at 6:55pm., seconded by Mike Shenkenberg. All were in favor. Motion carried.

Submitted the 7th day of March 2022
Camille Gerou Clerk/Treasurer