



MSA Memo

To: Village of Palmyra
From: Josh Meyerhofer, PE
Subject: Westfield Development Status Update
Date: June 15, 2026

Purpose:

This memo summarizes the current project status and identifies key items & dates.

Updates:

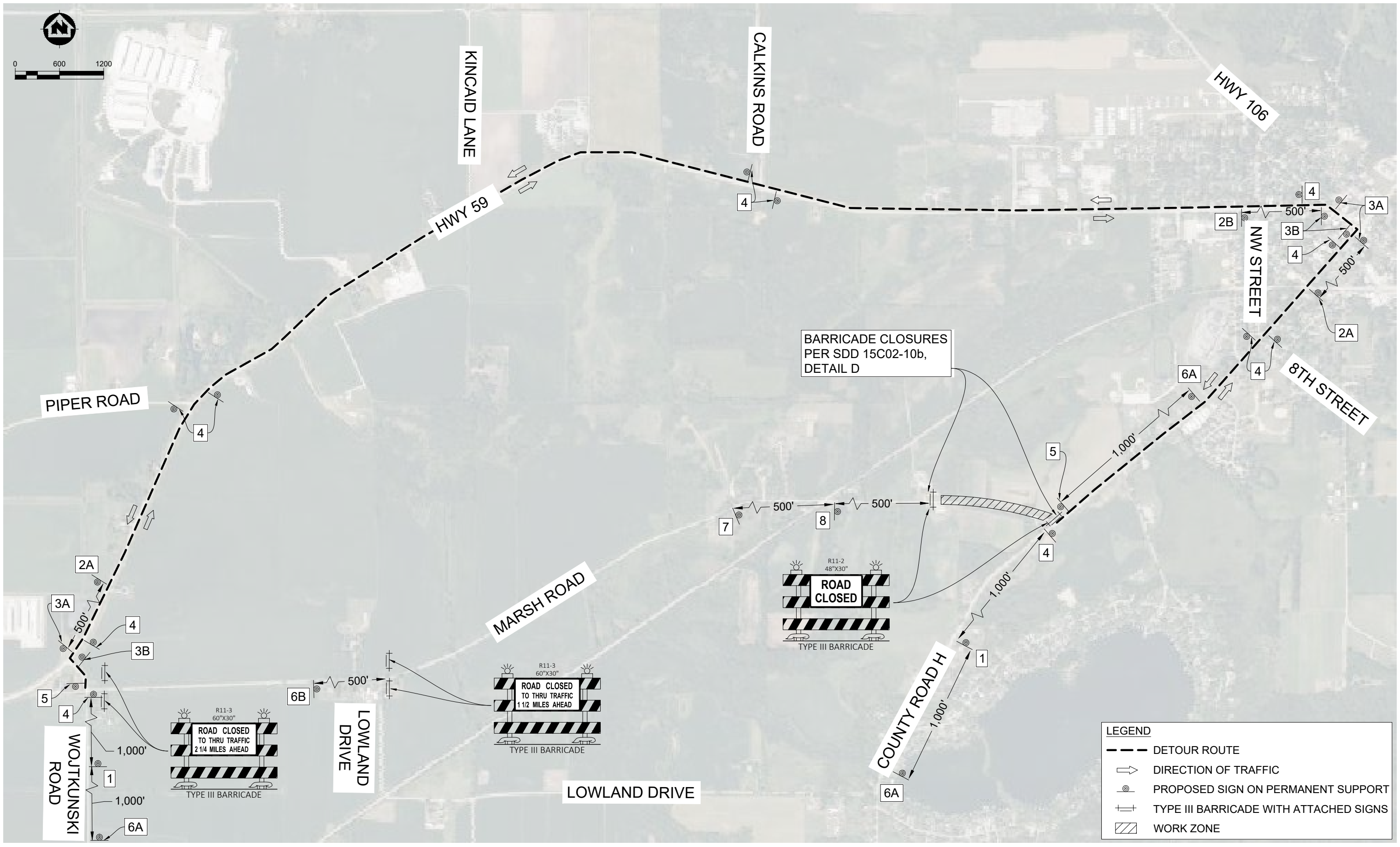
- Mass earthwork anticipated to be completed week of 06/15/2026
- Underground utility work anticipated to begin week of 06/22/2026
- Marsh Road closure likely to begin week of 06/29/2026. Traffic control will be placed per traffic control plan in construction planset (attached).
- BSLMD agreed to terms of transfer of the existing forcemain to Village
- MSA & Village Attorney working to provide necessary documents to BSLMD to finalize transfer
- Virtus & MSA coordinating private site design details.
- Anticipate Virtus submittal for private design June or July.
- MSA coordinating with WE Energies & Virtus on utility relocates.
- MSA & Virtus have started bi-weekly meetings to coordinate status updates as private development plans are finalized
- MSA will provide a Construction Site Representative to monitor construction, perform inspections and document as-built information.
 - Anticipate consistent onsite presence beginning week of 06/22/2026
- MSA to continue coordination with Virtus and Bolton & Menk to ensure public infrastructure coincides with finalized private lot plans.
- Virtus shall submit private site plans & SIP documents prior to private development commencing.

MEMO

May 14, 2026

Future Actions & Proposed Schedule:

- Priority:
 - Village Board & Town Board to hold joint meeting to discuss and finalize terms of CTH H transfer
 - Jefferson County ROW permit and intersection design needed if jurisdictional transfer agreement cannot be reached
 - Finalize BSLMD Transfer Agreement
- June - August
 - Marsh Road closure begins
 - UPI to utility work
 - MSA construction site representative to begin regular construction observation
- Virtus
 - Submit Private Lot Engineering Plans, Final Plat & Specific Implementation Plan (SIP) prior to private development
- MSA
 - Assist with County Hwy H Jurisdictional Transfer
 - Continue to communicate with contractors during construction.



PROJECT DATE:	DRAWN BY:	NO.	DATE	REVISION	BY:
02/02/2026	NWL
	DESIGNED BY:	NWL	.	.	.
	CHECKED BY:	JLM	.	.	.

PLOT DATE: 2/6/2026 12:29 PM, G:\00\00384\00384072\CADD\Construction Documents\00384072_Traffic Control.dwg

MSA ENGINEERING | ARCHITECTURE | SURVEYING
 FUNDING | PLANNING | ENVIRONMENTAL
 247 W Freshwater Way, Milwaukee WI 53204
 (414) 296-4333 www.msa-ps.com
 © MSA Professional Services, Inc.

PUBLIC IMPROVEMENTS WESTFIELD DEVELOPMENT PH I
 VILLAGE OF PALMYRA
 JEFFERSON COUNTY, WISCONSIN

TRAFFIC CONTROL

PROJECT NO.
00384072
 SHEET
J1