



To: Village of Palmyra
From: Josh Meyerhofer, PE
Subject: Westfield Development Status Update
Date: September 1, 2026

Purpose:

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

Updates:

- Construction is ongoing. UPI has completed sanitary sewer install within the development.
- UPI is installing watermain on Road A & Marsh Road. They will begin installation on Boulevard shortly.
- UPI's directly drilling subcontractor, Waas Boring & Cable, will be onsite next week to begin watermain along CTH B.
- Waas may bore and install forcemain pipes needed for crossing of CTH H while onsite. Actual connection of the pipes will not occur until later.
- Permits for ROW utility installation along CTH H have been obtained through Jefferson County. Communication are continuing for the CTH H/Marsh Road intersection design.
- Marsh Road closure to continue. Anticipated to reopen end of October.
- Virtus & MSA met on 08/03/2026 to discuss outstanding GDP/SIP review comments, private plans and final plat for Phase 1. Virtus continues to work on revisions. No submittal for review has been received.
- Forcemain transfer agreement between BSLMD & Village was signed by both parties. Connection to existing BSLMD forcemain for Westfield discharge will proceed as designed.
- WE Energies provided finalized gas (07/16) and electric (08/12) plan and contract documents to MSA which were forwarded to Virtus for signatures and payment.
- Virtus needs to return contract & payment, before relocates will be put on WE energy construction schedule. Getting this work on WE Energy schedule is a critical path item. MSA have provided the public infrastructure construction schedule with Virtus and communicated the importance of issue.

MEMO

May 14, 2026

- MSA met with UPI/RAMS on 08/25/2026 to discuss status, construction issues, and future schedule.
- MSA, Virtus & Village continue bi-weekly meetings to coordinate status updates.
- Virtus continues to pursue financing options.
- MSA Construction Site Representative continues to monitor construction, perform inspections and document as-built information.
- Virtus shall submit private site plans, GDP/SIP & final plat documents prior to private development commencing.

Future Actions & Proposed Schedule:

- September
 - Marsh Road to remain closed
 - UPI to continue water main installation
 - UPI/Waas anticipated to install watermain & forcemain along CTH H
 - UPI anticipated to install lift station
 - UPI anticipated to install storm sewer
- October
 - Marsh Road to remain closed
 - Electrical for lift station
 - RAMS roadwork & restoration
 - Connection to existing forcemain
- Virtus
 - High Priority: Finalize utility relocates with WE Energies
 - Submit Private Lot Engineering Plans, Final Plat & Specific Implementation Plan (SIP) prior to private development
- MSA
 - Continue construction related services