

# TOWN OF SHELBY

## Sanitary District #2



APPROVED

### Meeting Minutes

**Date:** Thursday, May 28, 2020

**Time:** 4:00 p.m.

**Location:** 2800 Ward Ave, La Crosse, WI 54601

**PRESENT:** Chairperson Kurt Knutson, Secretary Steve Lundsten, Commissioner Tim Ehler, Road Crew Foreman Terry Wright, Administrator Christina Peterson.

**ATTENDANCE LIST:** Attorney Kevin Roop and Town Board Chairperson Tim Candahl for Closed Session only.

1. Call to Order at 4:05 p.m. by Chairperson Kurt Knutson.
2. Arbor Hills Change Order #3. Everything is consistent with what was discussed in the last meeting for Well #2 construction, except the flange is proposed to be 15" versus 17". The hole diameter is 17 inches instead of 17.5. Traut explained that they need space around the flange for the grout process. Knutson motion to approve Arbor Hills Well #2 Construction Project Change Order 3 for Traut Companies, second by Lundsten. Motion carried unanimously.
3. Arbor Hills Well Project- Pay Application 1 & 2 Olympic Builders. First and Second Pay Application from Olympic Builders, these are related to the bond and some of their initial costs before work. (See attached) Peterson noted that she does not see anything out of order with these, and SEH also stated this is standard. Motion by Lundsten, second by Ehler to pay the Olympic Builders. Motion Passed Unanimously.
4. Pay Application 3 Traut Companies. Knutson noted that costs to Traut were discussed under change orders. Motion by Lundsten to pay the amount of \$85,495.25 second by Ehler. Motion carried unanimously.
5. Service Agreement for Attorney Steve Nelson, Von Briesen & Roper. Peterson had requested approval to bring on Steve Nelson for specific review of the District's options for the Arbor Hills Well Project. No further review by Attorney Nelson is needed. Motion by Knutson, second by Lundsten that they approve service agreement and first payment once an invoice is received. Motion carried unanimously.
6. Review and Approve Minutes from 5/14/2020. Lundsten had a question regarding language in specifications, Peterson explained. Motion by Lundsten, second by Knutson to approve minutes from 5/14/2020. Motion carried unanimously.
7. Review and Approve Minutes from 4/30/2020. Motion by Ehler, second by Knutson to approve minutes from 4/30/2020. Motion carried unanimously.
8. Review and Approve Bills Payable. See Attached. Motion by Knutson to approve payment of bills, second by Lundsten. Motion carried unanimously.
9. Administrator Report. Received email from Hach companies (where we got the sewer meters from), they complimented our crew, especially Terry, for being one of the best customers to work with.
10. Commissioners. Tim Ehler commented that the last meeting went well. He feels the project is back on track and was impressed with comments and assistance.

11. Public Works Report. Electric Line was placed on access road to Skyline Reservoir. Unknown to the crew was that the switchback part of the road is on an easement; Terry intends to move that line to put it on Town property. Terry stated that it will be easy to move the line. Ehler commented that in the past Jeff Brudos had offered for the Town to purchase the parcel in which the easement exists.
12. Closed Session. Motion by Knutson, second by Lundsten at 4:39 p.m. to go into closed session pursuant to Wis. State §19.85(1)(g) for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.
13. Discussion on Back Flow Preventors. It was suggested that all sewer service lines should have a back flow preventor. Peterson stated she will check into requirements for backflow stoppers and what we can and cannot require of our residents.
14. Adjournment. Motion to adjourn by Knutson second by Lundsten at 5:05 p.m. Meeting adjourned.

Next Meeting on June 11, 2020 @ 4:30 p.m.

Respectfully Submitted, Christina Peterson, Town Administrator