

**I. Call to order.**

**Acting Chairman Schmutzler called the meeting to order at 5:30 p.m.**

In attendance were Karen Schmutzler, Mark Porlier, John Jensen, and Colin Hintz. Jon Ziegler was excused. Also in attendance were DPW Keith Donner, Dean Zuleger, Mark Maloney, Fred Schuster, Barbara Ermeling, Loren White, Michael Wodalski, Hooshang Zeyghami, and Donna Van Swol.

**II. Consideration of minutes for meeting of 11/1/2010.**

***\*M/S/P Jensen/Hintz: to approve the minutes from the meeting of November 1, 2010 as recorded.***

**III. Visitors. None.**

**IV. DPW's report.**

**A. Projects Update.**

- 1. STH 29 and Birch Street Pedestrian Bridge.** Donner reported Wisconsin Public Service has had their subcontractor on site doing their underground utility installation. They are trying to get that work done ahead of time before next spring. We are advertising for bids starting on Wednesday.
- 2. Schofield Avenue Reconstruction.** Donner reported he is trying to get a few things clarified with the DOT personnel on the pedestrian path down the Mountain Bay Trail right-of-way on the railroad bed. Donner spoke with Peter Knotek of Marathon County Park Department today and Knotek said the DNR is working on a memorandum of understanding which will address the pedestrian path issue sufficiently for the DOT. The DOT has approved the design study report. Beth Steinhauer has been contacting the property owners regarding right-of-way acquisition.
  - a) Revised Relocation Order for Schofield Avenue Reconstruction.** Donner reported the original relocation order contained an error in the description of the western project limit. Donner recommended approval of the revised relocation order for Schofield Avenue.

***\*M/S/P Porlier/Hintz: to approve the revised relocation order for the Schofield Avenue reconstruction project.***

- b) Recommendation on Bids for Furnishing, 1 1/4-Inch Base Aggregate Dense, Schofield Avenue.** Donner reported after review of the unit costs of the bids for the material and the costs were factored in for labor, trucking, and placement there was unlikely going to be any savings. Donner recommended all bids for material be rejected.

***\*M/S/P Hintz/Portier: to reject all the bids for 1 1/4-Inch base aggregate dense for the Schofield Avenue reconstruction project.***

3. **Camp Phillips Road Reconstruction – Proposed Project Agreement with Marathon County.** Donner reported we previously approved our commitment for utility costs in a letter to Marathon County Highway Department. Marathon County wants commitment to maintenance of the multi-use path on Camp Phillips Road. Jim Griesbach has agreed to supply the asphalt on the Mountain Bay rail bed 10 feet wide by 2 inches thick from Ryan Street to County Road J. The draft agreement states up to 12 feet wide paved surface, it should be amended to be 10 feet wide paved surface.

***\*M/S/P Hintz/Jensen: to approve the Project Agreement with Marathon County for Camp Phillips Road Reconstruction with the amendment as stated.***

4. **Schofield Avenue Sidewalk, Birch Street to Camp Phillips Road.** Donner reported he will be scheduling a meeting with Central Wisconsin Engineers to discuss the project.
5. **Letter of Intent with Rothschild for Alderson Street Reconstruction.** Donner reported we are trying to get an agreement in writing between Rothschild and Weston to cost share the reconstruction of Alderson Street. Rothschild originally borrowed money for a shorter section of Alderson Street (Harwood Avenue to Howland Avenue). We feel that Alderson Street should be reconstructed between Weston Avenue and Howland Avenue, which is about twice the distance Rothschild borrowed for. When Rothschild did their borrowing for projects they did it for a 3-year window 2010 – 2012. We are trying to work out language to get the entire project accomplished in 2011. We want to use our own local forces, likely use recycled asphalt from each of the communities, and any other cost saving measures. Rothschild had estimated their portion to be \$136,500 (of the scaled down project). With the entire project being done Rothschild's obligation is estimated to be \$218,000. Donner presented proposed revised language for item No. 4 of a letter of intent drafted by Rothschild's corporate counsel.

Weston would invoice Rothschild for their net share at substantial completion. Rothschild will pay Weston \$136,502 on or before December 31, 2011. The remaining balance would be paid no later than February 28, 2012. No interest would be applied if paid by these dates. Any balance carried beyond February 28, 2012 shall accrue interest at the rate of 1% per month retroactive to the date of billing. Donner recommended approval of the letter of intent so we can go forward with the drafting of a formal agreement between the two communities.

***\*M/S/P Portier/Hintz: to approve the letter of intent with Rothschild to include payment dates and interest discussed tonight.***

6. **Capital Improvement Program 2011 – 2013.** Donner reported the capital improvement program has not been changed.

**7. 2011 Utility Operating Budgets and General Fund Public Works Budget.**

Donner reported there were no changes made to the utility budgets from the previous meeting and asked if there were any questions. Donner recommended approval of the budgets.

**a) Stormwater Utility Budget.**

*\*M/S/P Jensen/Portier: to approve the Stormwater Utility budget as presented.*

**b) Sanitary Sewer Utility Budget.**

*\*M/S/P Portier/Hintz: to approve the Sanitary Sewer Utility budget as presented.*

**c) Water Utility Budget.**

*\*M/S/P Hintz/Jensen: to approve the Water Utility budget as presented.*

**d) Public Works General Fund.**

*\*M/S/P Portier/Hintz: to approve the Public Works General Fund as presented.*

**B. Announcements.****V. Street and Utility Operations report.**

**A. Street Operations.** Donner reported yesterday there was a car accident on Weston Avenue causing significant damage to several bollards.

**B. Utility Operations.** Donner reported Donna Van Swol, Michael Wodalski, and he attended a water quality seminar in Appleton. Staff thought there was good discussion ideas on what other utilities are dealing with especially customer communication with respect to manganese in water. The group thought we should get a cooperative effort with Marathon County's health department so people have places to go for information and also so the Health Department understands how that topic is being communicated among customers and the utility.

We have received results from the water quality analysis from the Camp Phillips test well and they look favorable. The hydro-geological analysis will not be completed until the end of the month.

**VI. Unfinished Business. None.****VII. New Business.****A. Water/Sewer Permits LCON-11-10-2905.**

***\*M/S/P Porlier/Jensen: to approve water/sewer permit LCON-11-10-2905.***

The next regular meeting will be December 6, 2010 at 5:30 p.m. Colin Hintz will not be in attendance for the next meeting.

**VIII. Adjourn.**

***\*M/S/P Hintz/Jensen: to adjourn at 5:56 p.m.***

Submitted by,

Donna Van Swol  
Utility Clerk