

1. **CALL TO ORDER**: The Special meeting of the Public Works & Utility Committee Meeting was called to order by Chair Eric Poole at 4:30 p.m.
2. **ROLLCALL**: Present: Chair Eric Poole, Steve Staton and Marv Severson. Also present: Village Administrator Mike Gracz, Public Works Director Mark Below, Village Engineer Paul Levendoski, Board President Jerry Luebke and Clerk Georgia Johnson.
3. **PUBLIC APPEARANCES**: None.
4. **COMMUNICATIONS & MISCELLANEOUS BUSINESS**: None.
 - a) **Annual Inspection Report from DNR re the water system**. Below briefly went over the letters from the Department of Natural Resources following the annual inspection. The December 19th letter is a follow-up to the December 16th letter to correct information regarding the elevated storage tank inspection date and referred to the Village not having an adopted Wellhead Protection Plan.
 - b) **Recommendation to Award Water Tower Bid**. The bid opening on this project was held December 18th with the results included in the packet. Caldwell Tanks, Inc. of Louisville, Kentucky was the low bidder at \$491,800. Reference checks have been completed and Earth Tech is recommending the Village award the bid to Caldwell. Discussion followed regarding concerns with assembly and painting before fall, the impact fees financing the project, and whether the bid total includes the total cost of the tower. It was noted the total cost of the tower will be made available by the next meeting. **Staton moved to recommend the Village Board approve the bid for the Water Tower to Caldwell Tanks, Inc., out of Louisville, Kentucky, in the amount of \$491,800. Second by Severson. Motion carried.**
 - c) **Recommendation to Award WWTP Base Bid and Alternate 2**. Below noted this bid opening was also held December 18th with the low bidder being Staab Construction Co. of Marshfield, WI. Earth Tech's letter of recommendation dated December 30th, 2003 indicates the bid included a lump sum contract price for wastewater process work with an alternate bid item (#1) for a new lab/office building and an alternate bid item (#2) for replacement of fermentation tank mixers. The bids exceeded the Engineer's estimate so it is recommended the Village proceed with the wastewater process work in order to preserve the re-rating. It is further recommended to proceed with the replacement of the fermentation tank mixers (Alternate #2) as the bids came in well below the estimated cost. The bids received for the lab building were higher than the estimated cost and it was agreed to wait a year or two before proceeding. Following discussion, **Severson moved to recommend the Village Board to award Staab Construction Co. of Marshfield, Wisconsin, the contract for wastewater process work in the amount of \$626,500 and for Alternate #2 (the replacement of fermentation tank mixers) in the amount of \$18,500 for a total contract award of \$645,000. Second by Staton.** President Luebke requested a breakdown of the total costs of the WWTP facilities modifications and it was noted it will be made available at the next meeting. **Motion carried.**
5. **STATUS OF INTERCEPTOR SEWER PROJECT**. Below indicated the project is moving along well now that the casing has been completed and the connections can be made and start building the rail system for the sewer pipe to be placed on next week. There was discussion.
6. **ADJOURNMENT**. At 4:47 p.m., Severson moved, second by Staton, to adjourn the meeting. Motion carried.

Submitted by
Georgia Johnson,
Village Clerk