

**SPECIAL MEETING
MINOCQUA BOARD OF SUPERVISORS
May 31st, 2019**

A special meeting of the Minocqua Board of Supervisors was called to order by Chairman Mark Hartzheim at 9:00 a.m. on May 31st, 2019 for the purpose of selecting an engineering firm for the downtown master planning project.

Present were: Chairman Mark Hartzheim, Supervisors Bill Stengl, John Thompson, Billy Fried & Sue Heil, Mark Pertile, Director of Public Works, Tom Wipperfurth, Commissioner, Lakeland Sanitary District and Cully Akey, Superintendent Lakeland Sanitary District.

Motion by Stengl, seconded by Heil to approve the agenda. Voice Vote: Motion Carried.

DOWNTOWN MASTER PLANNING COST SHARE WITH LAKELAND SANITARY

Mark Pertile reviewed the process and timeline for the selection of an engineering firm to provide a master plan for the downtown street and utility improvement project. He is working with Cully at Lakeland Sanitary as they will also be involved in the project. They interviewed 3 firms and decided to go with Strand. Strand has done a lot of work with Lakeland Sanitary and they felt they would be the best choice. Once the plan is completed, the town will determine what needs to be done and prioritize. There could be grant money available. Having the master plan in place will assist in the grant writing process.

Mark Pertile and Cully also discussed the cost share between the sanitary district and the town. They both agreed that a 65/35 split with the town paying 65% would be a fair share. With an approved contract from Strand in the amount of \$215,000 cost to the town would be \$139,750 and Lakeland Sanitary's portion would be \$72,250 to be reimbursed to the town. Chairman Hartzheim will draft an agreement for both parties to sign stating this arrangement. If the costs from Strand were to exceed \$215,000, a change order would be drafted and would need to be approved by the town board.

Motion by Thompson, seconded by Stengl to approve a 65/35 cost share with Lakeland Sanitary District for the downtown master planning project engineering costs. Voice Vote: Motion carried.

Motion by Heil, seconded by Thompson to accept the contract from Strand not to exceed \$215,000 and authorize the town chairman to sign. Voice Vote: Motion Carried.

Motion by Stengl, seconded by Fried to adjourn meeting. Voice Vote: Motion Carried. Meeting adjourned at 940 a.m.

Roben Haggart
Town Clerk