



Board of Trustees Meeting Minutes

Date: September 14, 2021, 7:00 p.m.
Location: Ridgeway Community Center
Room 101/102
208 Jarvis Street
Ridgeway, WI 53582

Members Present: M Casper, MK Baum, J Garner, R Short, K Venden
Members Absent: R Nevins, S Vosberg
Staff Present: J Brindley, T Cullen, M Gorham, H Roessler

1. Meeting Opening

1.a Call to Order and Roll Call

Meeting called to order by President Casper at 7:00 pm. Roll call is listed above.

1.b Confirmation of Open Meeting Law Compliance

Roessler confirmed this was a properly noticed meeting posted on **September 11, 2021**, at the Ridgeway Community Center, the Village website and Facebook page with notification sent via email/text to subscribers.

1.c Pledge of Allegiance

The pledge was recited.

1.d Adoption of Agenda

Motion by R Short, Seconded by K Venden, to adopt of this meeting agenda as presented.
Motion carried.

1.e Department Reports

Received and filed. Rick Short thanked Tanner Cullen for his work on Kirby Street today. MK Baum indicated the mowing at the pond was well received in the Cardinal Way Subdivision.

1.f Correspondence Received and Announcements

Mark Doyle asked who would be completing the PASER Ratings this year and J Brindley indicated that he completes them every year. Brindley will complete the 2021 PASER ratings.

Delta3 will register the village for ITA PERF to be eligible to receive DNR money. Delta3 completes this every year on behalf of the village at no charge.

LRIP, a bi-annual program from DOT, was discussed by Mark Doyle, Delta3.

MK Baum indicated that she attended the Upper Sugar River Invasives meeting and is networking for retention pond maintenance and getting other people's experience. She indicated that a new invasive weed of concern was identified by the group. It is called Poison Hemlock and is considered vergent as a public health issue. All parts of Poison Hemlock are dangerous, the sap can burn and it is fatal if any part of the plant is ingested. Poison Hemlock looks similar to Wild Carrot/Queen Anne's Lace but has a purple stem.

1.f.1 Sidewalk/Main Street Encroachment Update - Jeff Brindley

J Brindley gave an update regarding the report of sidewalk encroachment violations and indicated he had spoke with the property owners. His next step is written notification.

1.f.2 CORP Update and Contract

Roessler outlined the schedule and the contract received from SWRPC to be signed as approved by the board on 8/10/2021.

1.f.3 Fire Department Training - September 23 (revised) in the Community Center South Parking Lot

The RFD will send a press release with more information regarding the Thursday, September 23, 2021 propane fire training at 7:00 pm to be conducted in the south parking lot of the Community Center.

1.g Public Comment

John McSherry asked for an update on the Park and Recreation Commission and the status of the Advancement dissolution. Chair Casper indicated she was reviewing the applications and will contact everyone. It is anticipated the Park and Recreation Commission will meet September 22nd at 6:30 pm. There are no perishable items remaining in the concession stand and the Advancement President is wrapping up the rest of the matters pertaining to dissolution.

2. Consent Agenda

Motion by MK Baum, Seconded by J Garner, to approve the consent agenda items. Motion carried.

2.a Minutes to be Adopted

2.b General Fund Disbursements and ACH Payments

2.c Bank Reconciliations and Treasurer's Reports

3. Business

3.a County Hwy HHH - Craig Hardy, Iowa County Highway Commissioner

Craig Hardy was not able to attend and the item was tabled to a subsequent meeting.

3.b 2021 Infrastructure Improvements - JI Construction Pay Application No. 3

Mark Doyle gave an update on the 2021 Infrastructure Improvements. There is still a lot of work to do on Keane Street. Kirby, Weaver and the alley have not been started. With the mid-point of the project being reached he is uncertain if the contractor will reach substantial completion by the contracted time of October 29. Options were discussed and Doyle will discuss concerns with the contractor to include a possible change order for a time extension to ensure the remainder of the project's success and not have infrastructure open or exposed to the winter elements.

Motion by MK Baum, Seconded by R Short, to approve payment to JI Construction in the amount of \$147,011 for 2021 Infrastructure Improvements. Motion carried.

Motion by R Short, Seconded by K Venden, to approve payment of Delta3 Engineering grant administration services in the amount of \$17,200 as advised by Delta3 for the 2021 CDBG project. Motion carried.

3.c Cardinal Way Subdivision Phase 2 G Pro Excavating, LLC G Pro Excavating Change Order 3

Mark Doyle updated the board regarding the final status of construction and contingency for the Cardinal Way Subdivision Phase 2 project.

Motion by R Short, Seconded by MK Baum, to approve change order number three from GPro Excavating for the Cardinal Way Subdivision Phase 2 project. Motion carried.

3.d Cardinal Way Subdivision Phase 2 G Pro Excavating, LLC Pay Application No. 5 Final

Motion by MK Baum, Seconded by J Garner, to approve final payment to GPro Excavating for the Cardinal Way Subdivision Phase 2 project in the amount of \$27,138.99. Motion carried.

3.e Owen's Excavating and Trenching - Water Valve Replacement

Tabled until Owen completes the landscaping around the water valve replacement near the water tower.

3.f Village Park Bathroom Repair Estimates

Public Works was still waiting on an additional estimate from Collins and Hying. Discussion was had regarding the estimates received and Trustees decided to try and move forward with the repairs while the water was off to the bathrooms starting at the end of October.

Motion by MK Baum, Seconded by J Garner, to approve the proposal from Benjamin Plumbing with Alternate selected for re-piping the Meter Pit in the amount of \$2,414 for a total amount of \$22,339 if they will still honor the estimate provided 07/29/2021. Motion carried.

3.g Sidewalk and Street Maintenance Update - Public Works

Tanner Cullen indicated the 400 Block of Kirby is in most need of repair and would best to be addressed with street reconstruction. He will continue to look for hazardous portions of the sidewalk in other areas.

Priority streets were identified and Public Works will work with Delta3 to continue with the inventory for the Capital Improvements Plan.

3.h Tree Maintenance and Urban Forestry Grant Application - Public Works and Hailey Roessler

Discussion was had regarding the monies available and available projects. Roessler indicated priority items were the infected ash trees and any other dangerous trees. Deadline for application is October 1 and Roessler will work with the Finance Committee during the budget workshops to determine a budget for the grant.

Motion by MK Baum, Seconded by K Venden, to adopt Resolution 2021-11 authorizing the village clerk/treasurer to apply for and administer the Urban Forestry Grant and Urban Forestry Catastrophic Storm Grant Program as advised by the Finance Committee during the budget workshops. Motion carried.

3.i Ridgeway Community Center

Mitchell Branscombe, Strang Engineering, was present to discuss Strang's drafted construction documents. Scope of work is the replacement of the HVAC system, repair of the gym roof, and necessary structural changes to facilitate that work.

Rooftop units were recommended to mitigate any asbestos abatement costs and old units are to be abandoned in place. A neutral pallet of colors was presented as a design base. Alternates were discussed and there will be three presented in the bid spec sheets. A direct purchase handled by the owner would save some cost and was avoid supply chain time delays to facilitate construction.

The board will review the final drafted documents, bid specs, and construction documents at a Special Meeting on September 21st at 7:00 pm.

Motion by MK Baum, Seconded by J Garner, to authorize up to \$120,000 for direct purchase of the Roof Top Units from Trane. Motion carried.

4. Adjournment

Motion by R Short, Seconded by K Venden, to adjourn at 10:45 pm. Motion carried.