



## Board of Trustees Meeting Minutes

**Date:** November 9, 2021, 7:00 p.m.

**Location:** Ridgeway Community Center  
Room 101/102  
208 Jarvis Street  
Ridgeway, WI 53582

**Members Present:** M Casper, MK Baum, R Nevins, J Garner, S Vosberg, R Short, K Venden

**Staff Present:** J Brindley, T Cullen, M Gorham, H Roessler

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### 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 **November 5, 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

Chair Casper asked to take Item 4 prior to Item 3 since Mark Doyle, Delta3 was present. Motion by MK Baum, Seconded by R Short, to adopt this meeting agenda as amended. Motion carried.

#### 1.e Department Reports

Received and filed.

#### 1.f Correspondence Received and Announcements

Roessler indicated that the Ridgeway Advancement had officially dissolved and donated over \$23,000 to the village. Pierce Street would be repaired next week

by JI Construction. Doyle advised the contractor would cut out the heaving concrete and replace with new asphalt from the curb and gutter to the center of the street. Roessler indicated that the CORP was being drafted by Southwestern Wisconsin Regional Planning Commission and there should be a draft plan for review in early December. Roessler announced that we were accepted into the Connect Communities program. She also indicated that she was working on two large grant applications for the Community Center and Village Park and Green space.

Brindley announced that the new plow truck came in today, November 9. Public Works asked if the board wanted to put a reserve on the old truck at auction. He was advised to give a reserve amount of \$12,500.

1.g Public Comment

There was no one wishing to speak.

2. Consent Agenda

Motion by S Vosberg, Seconded by J Garner, to adopt the consent agenda as presented. Motion carried.

2.a Minutes to be Adopted

2.b General Fund Disbursements and ACH Payments

3. Ridgeway Community Center

3.a Strang Engineering Update on Construction Bids - Mitchell Branscombe

Roessler provided an update on the revised timeline recommended by Strang. The project would be revised and put out for bid mid-January with an estimated completion date in June 2022.

3.b TSR Kitchen Floor Quote

Motion by R Short, Seconded by MK Baum, to accept the \$3,000 estimate from TSR Concrete for repairs to the Ridgeway Community Center kitchen floor. Motion carried.

3.c Community Room Flooring Estimates

Motion by R Nevins, Seconded by MK Baum, to accept J&C Flooring estimate for repairs to the multipurpose room floor \$10,295.50. Motion carried.

3.d Trane Equipment Purchase and Maintenance Contract

Roessler updated the board regarding the Trane Equipment delivery. Mini splits were received and Trane came out and inspected them. Roof top units are expected at the end of February. Roessler would discuss a prorated option for the first-year maintenance with Trane and the board would discuss at a later date.

3.e Community Center Room Rental Rates

Motion by R Nevins, Seconded by K Venden, to accept and approve the recommended rates for community center room rental. Motion carried.

3.f Strang Engineering Invoices 192067,192147,192243,192322

Motion by MK Baum, Seconded by J Garner, to authorize payment to Strang Engineering for \$39,248 for engineering and professional services rendered. Motion carried.

4. 2021 Infrastructure Improvements

Item was taken after the Consent Agenda Number 2. Mark Doyle was present to update the board regarding the progress on Keane Street. Pierce Street would receive repairs to the heaving of the pavement. Wells Street pothole would be repaired by JI Construction. Paving would take place on Monday, November 15, 2021.

4.a Pay Application No 5 - JI Construction

Motion by S Vosberg, Seconded by K Venden, to authorize payment to JI Construction in the amount of \$149,234. Motion carried.

4.b Delta Engineering Invoice 17978

Motion by R Short, Seconded by R Nevins, to authorize payment to Delta3 for professional services rendered in the amount of \$12,270 on Invoice 17978. Motion carried.

4.c Revised Grant Administration Services Contract - Delta 3

Motion by S Vosberg, Seconded by R Short, to accept the November 9, 2021 Revisions to the Grant Administration Contract with Delta3. Motion carried.

5. Midwest Meter Replacement and Meter Reading Software Upgrade

Motion by R Nevins, Seconded by R Short, to pay \$10,000 for the software upgrade and ten meters from Midwest Meter, inc. Motion carried.

6. Website Domain Name, Registration, Redesign, Meeting Agenda Management

Motion by K Venden, Seconded by J Garner, to register ridgewaywi.gov as our domain, from villageofridgeway.com. Motion carried.

Motion by MK Baum, Seconded by R Nevins, to transition from escribe and Town Web to Municode. Motion carried.

7. Resolution 2021-14 Farmer's Savings Bank Promissory Note

Motion by R Short, Seconded by S Vosberg, to pass Resolution 2021-14 for a loan from Farmer's Savings Bank in the amount of \$17,713.

For (7): M Casper, MK Baum, R Nevins, J Garner, S Vosberg, R Short, and K Venden

Motion carried. (7 to 0)

8. Adjournment

Motion by K Venden, Seconded by J Garner, to adjourn at 9:06 pm. Motion carried.