

## Regular Board Meeting

August 4, 2020

Meeting called to order at 7:00 p.m. by President Dennis Manthei. Trustees present: Brown, Hennessey, Lautz, Leicht, Schumacher, and Wee. Also present: American Legion Auxiliary Unit 51 President Nicole Vidal, Matilda Vidal, Police Lieutenant Kyle Holzhausen, Police Chief Jeremy Randall, Recreation Director Tony DeGaetano, Public Works Director Loren Schwier, and Village Administrator Teresa DeLong.

### Minutes

Motion by Trustee Leicht, seconded by Trustee Schumacher to approve the minutes of the July 21, 2020, Regular Board meeting as written. Roll call vote: Unanimous aye.

### Claims

Claims from the following funds were presented for payment:

<u>General Fund:</u>	\$18,715.48
<u>Water Utility:</u>	\$7,571.35
<u>Sewer Utility:</u>	\$11,516.70
<u>Storm Water Utility:</u>	\$328.97

Motion by Trustee Leicht, seconded by Trustee Schumacher to approve the payment of all claims as listed. Roll call vote: Unanimous aye. Motion approved.

### American Legion Auxiliary Unit 51 Presentation

On behalf of the American Legion Auxiliary Unit 51, its President Nicole Vidal presented to the West Salem Police Department Police Chief Jeremy Randall a donation of \$2,500.00 to purchase equipment, including an AED unit and an active shooter kit. This donation was given in memory of Andrea Page who passed away in April 2020, and it is intended to purchase needed equipment that was not affordable in the 2020 Police Department budget.

### Bid Analysis – Wastewater Treatment Facility Improvements

Village Engineer Dave Sauer, Cedar Corporation, submitted his Bid Analysis for the Wastewater Treatment Facility Improvements Project. A total of seven bids were received on July 2, 2020, and based on Engineer Sauer's analysis of the bids received, the low bidder was Olympic Builders General Contractors, Inc. in the total bid price of \$5,568,243. The second low bidder was Wapasha Construction Co., Inc. in the amount of \$5,660,000. All of the upgrades to the wastewater treatment plant will require the continuous operation of the existing plant and continuous compliance with permit limitations set by the Wisconsin Department of Natural Resources during the construction process. It will require detailed planning, record keeping, coordination, knowledge of process operations, and project management with Village staff and the Village engineer to be successful. A thorough review of Olympic Builders was

completed for this project. Olympic is currently working on the Holmen wastewater treatment facility, which project was started in 2019. It is understood from the Holmen Public Works Director that the project is about eight to ten months from startup at this time. Justin Yahnke, Vice President at Olympic with sixteen years of construction experience, is the project manager for that project and is listed as the project manager and on-site superintendent for the West Salem wastewater treatment facility project. Upon questioning this, Mr. Yahnke has named Jordan Lindsey as the on-site superintendent for the West Salem project. Mr. Lindsey has approximately ten years of construction experience and has acted as a crew leader at the Holmen project. Olympic's proposed construction schedule generally follows the required contract schedule, but also includes major structure concrete pours to not begin until November of 2020 resulting in several concrete wall pours during the winter. This is often challenging. The wastewater treatment facility project also includes a new electrical/control system and the construction of Structure 52 where the new electrical/control will be located. This work must be completed by the September 30, 2021, milestone date and will require Olympic's coordination to make it happen. Engineer Sauer cited several examples of inadequate management of sub-contractor work. This information causes several concerns on whether this project can be completed per contract documents. The contract does include liquidated damages for failure to meet milestone dates of \$1,000 per day, substantial completion by May 30, 2022, of \$1,500 per day, and final completion by June 30, 2022, at \$1,500 per day. Other information reviewed for both Olympic Builders and Wapasha Construction was the mechanical sub-contractor, system integration, equipment suppliers/costs, and electrical sub-contractors. Given this information, Engineer Sauer recommends Olympic Builders be awarded the wastewater treatment facility construction project. To be successful, however, detailed schedules from Olympic Builders will be required from the start of the project and identify and resolve any bottlenecks in the work schedule early in the project.

The Village Board discussed area projects completed by Olympic Builders, and all agreed time management appears to be the common issue with this contractor. The Village Board highly recommends Cedar Corporation and the Public Works Department be extra vigilant on behalf of the Village.

Motion by Trustee Leicht, seconded by Trustee Schumacher to award the Wastewater Treatment Facility Improvement project contract to Olympic Builders General Contractors, Inc., in an amount not to exceed \$5,568,243.00. Roll call vote: Lautz – abstain; remainder of Board – aye. Motion approved.

#### Ordinance No. 497 Regulation of the Operation of ATV/UTV's and Golf Carts

Village Administrator Teresa DeLong received a request from a Village resident to allow the use of golf carts on Village streets where the speed limit does not exceed 35 miles per hour and allowing the use of ATV/UTV's on Village streets. Administrator DeLong drafted Ordinance No. 497 for legal review and consideration by the Village Board.

Motion by Trustee Hennessey, seconded by Trustee Lautz to refer Ordinance No. 497 to the Law Enforcement Committee for discussion and recommendation. Roll call vote: Unanimous aye. Motion approved.

### West Salem Fire Protection District Update

Trustee Lautz reported the West Salem Fire Protection District Board approved the 2020-2021 proposed budget request and approved a quote from Ledegar Roofing for repair work at the fire department building.

### Law Enforcement Disciplinary Committee

The Village Board reviewed the minutes of the July 29, 2020, Law Enforcement Disciplinary Committee meeting. The Law Enforcement Disciplinary Committee met via remote conferencing software due to a State of Emergency. Members of the public were given a log in link to listen in and provide public input. The meeting was called to order by Chair John Schmidt. Committee members present via remote conference: Charles Ashbeck and Ellen Thorn. Also present: Police Chief Jeremy Randall and Village Administrator Teresa DeLong. The purpose of the meeting was the annual meeting as provided in West Salem Code of Ordinances Section 1.29. Chair John Schmidt noted the previous Committee member Mark Johnson has moved to Arizona, and the Committee thanks Mark Johnson for his years of service to the Village and the community. John Schmidt then welcomed new member Onalaska Police Chief Charles Ashbeck to this Committee. John Schmidt stated the Committee has not met in a year, and this fact speaks highly of the West Salem Police Chief and the Department. Chief Randall announced he appointed Officer Kyle Holzhausen a week and a half ago to the Police Lieutenant position. John Schmidt stated he has heard many compliments from the public on how the West Salem Police Department officers conduct themselves during contacts in the community.

Motion by Trustee Leicht, seconded by Trustee Brown to approve the minutes of the Law Enforcement Disciplinary Committee meeting of July 29, 2020, as presented. Roll call vote: Unanimous aye. Motion approved.

### Recreation Committee

Trustee Schumacher reported on the Recreation Committee meeting held on August 3, 2020. Committee Member Jenny Stenberg was elected Chair of the Committee. The Recreation Committee approved outdoor activities to begin this fall. Programs scheduled are flag football, fall academy soccer, and possibly volleyball. The Committee discussed distribution of all information available to the community regarding the fall programs and ensure families have updated rules, guidelines, and waiver form information before registering to participate. Other area local community organizations fall programming was discussed along with facilities usage. The Committee was then informed of discussions between the Village and the Friends of West Salem Baseball about possible changes to the West Salem Community Shelter building.

Motion by Trustee Schumacher, seconded by Trustee Wee to approve the Recreation Committee meeting minutes of August 3, 2020, as presented. Roll call vote: Unanimous aye. Motion approved.

### Oath of Office – Police Lieutenant

President Manthei administered the Oath of Office to the new Police Lieutenant Kyle Holzhausen, and Police Chief Randall presented the lieutenant's badge to Lieutenant Holzhausen.

Motion by Trustee Leicht, seconded by Trustee Hennessey to adjourn the meeting at 7:28 p.m. Approved by voice vote.

Teresa L. DeLong, Village Administrator