

Village of Colfax
Regular Board Meeting Agenda
Monday, February 26th, 2024
7:00 p.m.
Village Hall, 613 Main Street, Colfax, WI 54730

1. Call the Regular Board Meeting to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comments
5. Communications from the Village President
6. Consent Agenda
 - a. Regular Board Meeting Minutes – February 12th, 2024
 - b. Review Statement of Bills Pooled Checking–February 12th, 2024 to February 25th, 2024
 - c. Review Statement of Bills Solid Waste & Recycling Checking- February 12th, 2024 to February 25th, 2024
 - d. Training Request - none
 - e. Facility Rental - none
 - f. Licenses - none
7. Consideration Items
 - a. CBS Squared Contract – DNR Phosphorus Variance Request (CBS hopes to have a cost estimate by Monday for review)
8. Closed Session-Motion to convene into closed session pursuant to WI Statutes 19.85(1)(c) considering the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises.
9. Open Session- Motion to convene into open session to take any action resulting from the closed session.
10. Committee/Department Reports – (no action)
 - a. Colfax Rescue January Report
 - b. Highway Materials/Equipment & Operational Expense Comparison 2000-2023
 - c. Notification of the Municipal Street Improvements Program (MSI) funding notification – March 15, 2024
11. Adjourn

Any person who has a qualifying disability as defined by the American with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format must contact: Lynn M. Niggemann - Clerk-Treasurer, 613 Main Street, Colfax, WI (715) 962-3311 by 2:00 p.m. the day prior to the meeting so that any necessary arrangements can be made to accommodate each request.

It is possible that members of and possibly a quorum of members of the governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

Village Board Meeting – February 12th, 2024

On February 12th, 2024, the Village Board met at the Village Hall, 613 Main Street, Colfax, WI at 7:00 p.m. Members present: Trustees Burcham, Jenson, Stene, Best and Prince. Excused: Trustee Davis and Rud. Others present included LeAnn Ralph with the Messenger.

Public Comments - none

Communications by the Village President –none.

Consent Agenda

Regular Board Meeting Minutes –January 22nd, 2024

Review Statement of Bills Pooled Checking–January 22nd, 2024 to February 11th, 2024

Review Statement of Bills Solid Waste & Recycling Checking – January 22nd, 2024 to February 11th, 2024

Training Request – none

Facility Rental and Licenses – none

Licenses – none

A motion was made by Trustee Stene and seconded by Trustee Burcham to approve the Consent Agenda items 6 a. through 6 f. which included the January 22nd, 2024 Regular Board Meeting Minutes, Statement of Bills for Pooled Checking and Solid Waste & Recycling for January 22nd, 2024 to February 11th, 2024, no Training Requests, Facility Rentals or licenses. A voice vote was taken with all members voting in favor. Motion carried.

Consideration Items

Rescue Squad -Medical Director change fees – Chrystal Smith – Due to the closure of HSHS Sacred Heart, Ambulance Services are in danger of losing their Medical Director, Dr. Young. The current agreement with HSHS ends on the day that their doors close which would include the loss of Dr. Young as the Medical Director.

Chris Wright, the Sacred Heart training coordinator, has reached out to each service that Dr. Young oversees. Dr. Young has agreed to continue if his liability insurance would be paid by the agencies he would continue to work with. The annual premium is \$4,700 split between all agencies that agree to the new contract. Cost to each agency would be between \$280 to \$470 for a twelve-month period.

A motion was made by Trustee Stene and seconded by Trustee Burcham to approve the Medical Director agreement with Dr. Young at the cost between \$280 and \$470. A voice vote was taken with all members voting in favor. Motion carried.

Adjourn – A motion was made by Trustee Burcham and seconded by Trustee Jenson to adjourn the meeting at 7:03 p.m. A voice vote was taken with all members voting in favor. Meeting Adjourned.

Jeff Prince, Village President

Attest:

Margaret Burcham
Village Board Trustee

POOLED CHECKING ACCOUNT

Accounting Checks

Posted From: 2/12/2024 From Account:
Thru: 2/25/2024 Thru Account:

Check Nbr	Check Date	Payee	Amount
78933	2/21/2024	BRETT SAJDERA	-42.19
79470	2/12/2024	ADDISON H GRAY	268.11
79472	2/15/2024	API GARAGE DOOR INC	315.00
79473	2/15/2024	AYRES ASSOCIATES	11,270.56
79474	2/15/2024	BOBCAT PLUS	4,500.68
79475	2/15/2024	CARLTON DEWITT	666.83
79476	2/15/2024	CHIPPEWA VALLEY TECH COLLEGE	26,081.22
79477	2/15/2024	CLOUD PCR LLC	1,631.17
79478	2/15/2024	COLFAX SCHOOLS	214,958.82
79479	2/15/2024	COMMERCIAL TESTING LAB	245.50
79480	2/15/2024	CRAMER CONSULTING, LLC	250.00
79481	2/15/2024	DANIELS SHARPSMART, INC	5.19
79482	2/15/2024	DIGGERS HOTLINE	3.20
79483	2/15/2024	DUNN COUNTY TREASURER	189,210.95
79484	2/15/2024	DUNN ENERGY COOPERATIVE	96.00
79485	2/15/2024	EMERGENCY COMMUNICATION SYSTEMS INC	477.25
79486	2/15/2024	EXPRESS MART	162.83
79487	2/15/2024	GEORGE ENTZMINGER	100.00
79488	2/15/2024	GOTO COMMUNICATIONS INC	75.93
79489	2/15/2024	HENRY SCHEIN	19.42
79490	2/15/2024	HUEBSCH LAUNDRY CO	87.92
79491	2/15/2024	HYDROCORP	453.00
79492	2/15/2024	MAYO CLINIC	42.00
79493	2/15/2024	ONE SOURCE IMAGING	614.91
79494	2/15/2024	PITNEY BOWES GLOBAL FINANCIAL SERVICES	143.55
79495	2/15/2024	STATE INDUSTRIAL PRODUCTS	378.88
79496	2/15/2024	SYNERGY COOPERATIVE	4,971.46
79497	2/15/2024	VIKING DISPOSAL, INC	25.00
79498	2/15/2024	VILLAGE OF COLFAX R.U.	200.00
79499	2/15/2024	WATER CARE SERVICES	31.50
79500	2/15/2024	ZEMPEL APPRAISAL SERVICE	1,180.28
79501	2/15/2024	ZOLL MEDICAL CORP	218.00
79502	2/21/2024	BRETT SAJDERA	42.19

POOLED CHECKING ACCOUNT

Accounting Checks

Posted From: 2/12/2024 From Account:
Thru: 2/25/2024 Thru Account:

Check Nbr	Check Date	Payee	Amount
EFTPS	2/15/2024	EFTPS-FEDERAL-SS-MEDICARE	7,326.63
WIDOR	2/15/2024	WI DEPARTMENT OF REVENUE	2,368.30
V10902	2/12/2024	ADDISON H GRAY	-268.11
CHARTER	2/23/2024	CHARTER COMMUNICATIONS	512.65
WIDCOMP	2/15/2024	WISCONSIN DEFERRED COMPENSATION	210.00
WEENERGIES	2/16/2024	WE ENERGIES	810.22
WEENERGIES	2/16/2024	WE ENERGIES	403.56
		Grand Total	470,048.41

SOLID WASTE & RECYCLING RU

Accounting Checks

Posted From: 2/12/2024 From Account:
Thru: 2/25/2024 Thru Account:

Check Nbr	Check Date	Payee	Amount
1353	2/15/2024	DUNN ENERGY COOPERATIVE	334.00
1354	2/15/2024	JOHNSON ROLL-OFF SERVICE, LLC	12,047.50
1355	2/15/2024	PLASTIC BAGS UNLIMITED	240.00
1356	2/15/2024	UNEMPLOYMENT INSURANCE	158.58
Grand Total			12,780.08

Lynn Niggemann

From: Rand Bates <colfaxdpw@colfaxdpw.com>
Sent: Monday, February 26, 2024 1:54 PM
To: 'Lynn Niggemann'
Subject: FW: Phosphorus Limit
Attachments: alt phos effluent limit request checklist (2).pdf

From: Rubeck, Logan M - DNR <logan.rubeck@wisconsin.gov>
Sent: Wednesday, February 21, 2024 8:59 AM
To: 'Randy Bates' <colfaxdpw@colfaxdpw.com>
Subject: Phosphorus Limit

Hi Randy,

The limit drafter and I were working on Colfax's permit and ran into something that needs to be addressed, hopefully before reissuance. The current phosphorus limit in your permit of 4mg/L is an Alternate Technology based Effluent Limit. It is a separate limit from the 320 lbs/year allocated by the TMDL. The standard Technology based Effluent Limit is 1mg/L. The alternate limit for Colfax was originally applied for around 2002 with the justification that meeting the 1mg/L effluent limit would increase user rates by more than 25%. This alternate limit must be applied for each permit term. Below is the question from Colfax's most recent permit application.

001-5. Phosphorus

Alternative Technology Based Effluent Limit OR Adaptive Management/Trading OR Variance: As of December 2010, Wisconsin's phosphorus rules, ch. NR 217 Wis. Adm. Code, were updated to include procedures for calculating water quality based effluent limits (WQBELs) for phosphorus in addition to the existing technology based limits of 1.0 mg/L and existing provisions for requesting an alternative technology-based phosphorus limit. Options available for phosphorus compliance (based on eligibility) are listed below.

If you wish to request an alternative technology-based phosphorus limit, please contact your DNR representative to determine if your facility is eligible. Should you decide to pursue an alternative technology-based phosphorus limit, please use the 'Alternative Phosphorus Effluent Limitation Request Checklist' and submit a copy with application attachments.

001-5.1 Alternative Technology Based Effluent Limit

Are you applying for an alternative technology-based phosphorus limitation?

- Yes
- No

What we need from Colfax is a report/request meeting the requirements in the attached checklist. I have highlighted the section that most likely applies to your facility.

Requests that I have seen approved recently include the following information as well as what is in the checklist.

1. Introduction, description of current treatment capacity, why you are requesting the alternate limit.
2. Cost-effective analysis to treat under 1mg/L
 - a. Would you need to add another treatment method? How much would that cost, labor, capital?
 - b. Would you be able to treat to that level with just the chemical feed? Would it required additional equipment? What would that cost.
 - c. Other considerations.
3. Discussion of how the cost increase relates to current user rates and the wastewater budget. (See section I bullet point 2 in the checklist)
4. Phosphorus minimization plan.

- a. Any activities that have been done in the past or currently to reduce phosphorus levels in the influent.
- b. Any optimization of the treatment system to reduce phosphorus levels.

Please try to have a draft to me by Friday March 8th so I can review and give comments. Fairchild is the most recent community in the West Central Region that has gone through this process if you wanted to talk to another operator about it. If you have questions while preparing the request I am more than willing to help.

Thanks,
Logan

We are committed to service excellence.

Visit our survey at <http://dnr.wi.gov/customersurvey> to evaluate how I did.

Logan Rubeck

Wastewater Engineer – West Central Region
Wisconsin Department of Natural Resources
1300 W Clairemont Ave, Eau Claire, WI 54701
Phone: 715-450-5967
logan.rubeck@wisconsin.gov



Alternative Phosphorus Effluent Limitation Request Checklist (May 28, 2002)

This document is intended solely as guidance, and does not contain any mandatory requirements except where requirements found in statute or administrative rule are referenced. This guidance does not establish or affect legal rights or obligations, and is not finally determinative of any of the issues addressed. This guidance does not create any rights enforceable by any party in litigation with the State of Wisconsin or the Department of Natural Resources. Any regulatory decisions made by the Department of Natural Resources in any matter addressed by this guidance will be made by applying the governing statutes and administrative rules to the relevant facts.

At the time of permit application, permittees applying for an alternative phosphorus limitation should submit this completed checklist together with a cover letter requesting the alternative limit. Please review the Department's Guidance for Implementing Wisconsin's Phosphorus Water Quality Standards for Point Source Discharges. If you do not have Internet access contact your local DNR representative.

If your current permit already contains an alternative limit, you may at this time provide an update of the information needed to justify an alternative limitation. In that case, indicate what changes have occurred that would necessitate a reevaluation, what information you have gained during the last permit term and how that would affect conclusions reached for your previous alternative limit request.

If you wish to apply for an alternative phosphorus limitation you can do so by using one of the following four criteria. Please check the box to indicate the criteria you are applying under.

- I - Where attainment is not practically achievable considering energy, economics and environmental impacts. (Complete Section I below)
- II - Where biological phosphorus removal will result in removal of phosphorus on a mass basis which is comparable to that which would be removed by achieving the 1.0 mg/L effluent standard. (Complete Section II below)
- III. - Where phosphorus deficient wastewaters require the addition of phosphorus to maintain normal treatment system operation to meet other effluent limitations. (Complete Section III below)
- IV. - Where achieving the 1.0 mg/L effluent standard will not result in an environmentally significant improvement in water quality. (See note in Section IV below)

The information described in the checklist must be provided before the Department can make a determination of eligibility and calculate an alternative phosphorus limit. This checklist is provided to help you make sure you have submitted the needed information.

Perform the activities in the order given as you may find that you aren't eligible for an alternative phosphorus limit and completion of the checklist would no longer be necessary.

I Where attainment is not practically achievable considering energy, economics and environmental impacts.

MUNICIPAL

- Complete a cost-effective analysis for providing treatment to meet a 1.0-mg/L phosphorus limit. See guidance for sample analysis. If your annual residential cost does not increase at least 25% you are probably not eligible for an alternative phosphorus limit. (see guidance)
- If you find your annual residential cost will increase by at least 25% you must submit a completed cost-effective analysis, a copy of the past years wastewater budget and a report giving your current residential cost, number and type of connections and expected user charge to meet the 1.0 mg/L phosphorus limit.
- Existing lagoon systems must evaluate the addition of chemical precipitant to lagoon cells to meet the 1.0 mg/L limit. If the limit can be met no alternative limit is given but if the 1.0-mg/L limit cannot be met an alternative limit could be given based on the performance of the chemical addition system.
- Submit a phosphorus minimization plan. The plan must include:
 - Data: Accurate flow monitoring, influent and effluent phosphorus data and treatment capabilities;
 - Sources: Phosphorus loading from each source, processes that contribute phosphorus, actions available to reduce phosphorus and expected phosphorus reduction;
 - Recommendations: Actions that will be taken and a schedule to implement recommendations.
- Submit at least 11 effluent phosphorus results. The Department needs at least 11 effluent sample results to calculate an alternative phosphorus limit. The results should be collected after any phosphorus minimization implementation and lagoon chemical addition if applicable.

INDUSTRIAL

- You must demonstrate that the cost/pound of phosphorus removed is significantly more (e.g., twice as much) for the increment of phosphorus removed between that what is considered practically achievable and 1.0 mg/L versus that to achieve practical treatment. If you can not make this demonstration you are probably not eligible for an alternative phosphorus limit. (see guidance)
- If you find your cost/pound of phosphorus removed is significantly more for the increment of phosphorus removed between that what is considered practically achievable and 1.0 mg/L you must submit documentation to this effect. For chemical removal systems this should include a graph comparing effluent concentration to cost/pound removed.
- Existing lagoon systems must evaluate the addition of chemical precipitant to lagoon cells to meet the 1.0 mg/L limit. If the limit can be met no alternative limit is given but if the 1.0-mg/L limit cannot be met an alternative limit could be given based on the performance of the chemical addition system.
- Submit a phosphorus minimization plan. The plan must include:
 - Data: Accurate flow monitoring, influent and effluent phosphorus data and treatment capabilities.
 - Sources: Phosphorus loading from each source, processes that contribute phosphorus, actions available to reduce phosphorus and expected phosphorus reduction. Special attention should be paid to chemical substitutions.
 - Recommendations: Actions that will be taken and a schedule to implement recommendations.
- Specify the discharge concentration that is believed to be “practically achievable”.
- Submit at least 11 effluent phosphorus results. The Department needs at least 11 effluent sample results to calculate an alternative phosphorus limit. The results should be collected

Alternative Phosphorus Effluent Limitation Request Checklist – Page 3 of 5

after any phosphorus minimization implementation and lagoon chemical addition if applicable.

II Where biological phosphorus removal will result in removal of phosphorus on a mass basis which is comparable to that which would be removed by achieving the 1.0 mg/L effluent standard.

- Determine if biological removal will result in at least 90% removal of phosphorus that would be removed to meet then 1.0 mg/L limit based upon a mass basis. If this criterion can not be met you are not eligible for an alternative limit.
- Determine the BOD or COD to total phosphorus ratio of the influent. A BOD:TP ratio greater than 10 is suggested for municipal facilities. A COD:TP ratio greater than 35 is suggested for industrial (in particular dairy) facilities. If these ratios are not met phosphorus removal may not be sufficient to meet the criterion and phosphorus minimization may be necessary. In situations where the appropriate ratio is met, it is suggested that minimization be evaluated. When evaluating substitution for phosphorus based chemicals, consider the potential adverse impacts that nitrates (such as from nitric acid) may have on biological removal. Please provide to the Department information on actions taken in the area of phosphorus minimization.
- Submit the following data: average influent and effluent total phosphorus concentration and mass, as well as the monthly average influent and effluent total BOD (or COD), total Nitrogen, pH, effluent ammonia and nitrate/nitrite nitrogen concentration. A minimum of 12 influent and effluent data points that are representative of current conditions for each substance is suggested, preferably over a one-year period.
- Submit data on the proposed/planned phosphorus removal efficiency, phosphorus mass removed and effluent phosphorus concentration for each of the three phosphorus removal options.
 - Biological removal without chemical polishing;
 - Biological removal with chemical polishing;
 - Treatment technology to achieve 1.0 mg/L limit.

III Where phosphorus deficient wastewaters require the addition of phosphorus to maintain normal treatment system operation to meet other effluent limitations.

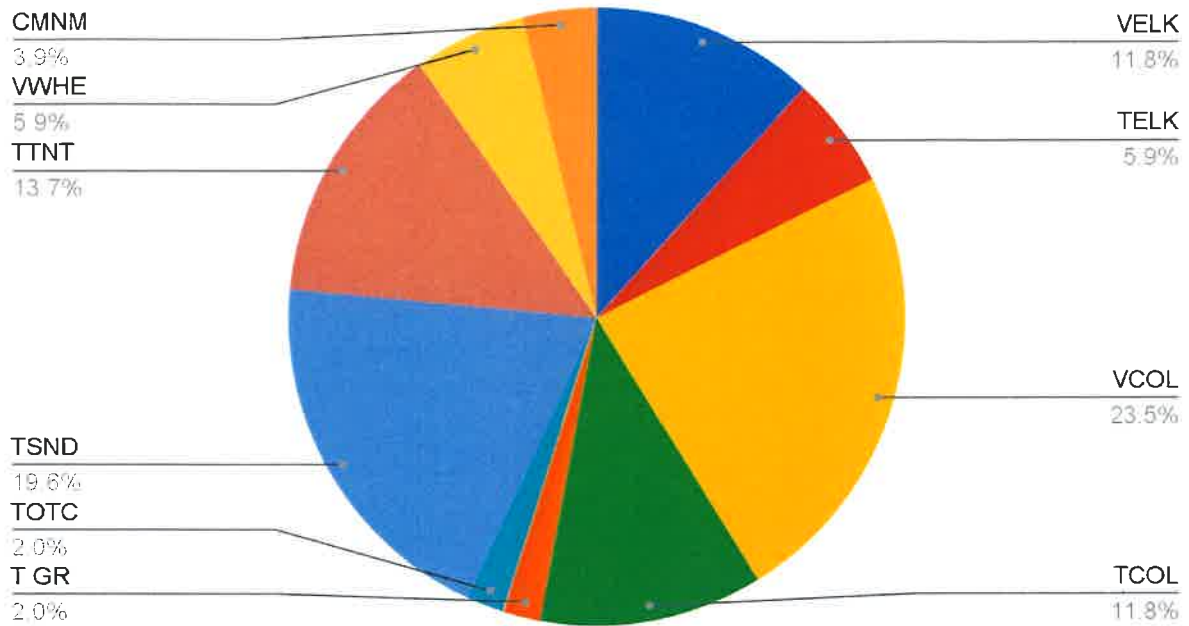
- Submit the results of a comprehensive study to minimize the amount of phosphorous discharged while allowing efficient operation of the treatment system.
- Submit an evaluation of possible methods to reduce phosphorous discharges and the capital and operating costs associated with utilizing alternative phosphorus minimization strategies.
- Submit an evaluation of the optimization of the phosphorus and other nutrient addition points, metering system, control system and mixing, which includes residual testing at various locations in the treatment system.
- Provide documentation of the process control procedures used to operate the treatment facility and evaluation of the removal efficiencies of phosphorus and other limited parameters at various operating conditions. The process should be controlled to optimize the performance of the treatment system prior to evaluating impacts of various phosphorus addition rates on plant performance.
- Submit an evaluation of the BOD and TSS removal which will be realized at various phosphorus residual concentrations and a recommendation of the minimum phosphorus concentration which will provide proper treatment. It is suggested that, where possible pilot studies be conducted with various phosphorus concentrations prior to making modifications to the treatment plant to reduce the potential for plant upsets.
- Provide a characterization of the phosphorus, BOD and TSS content of the wastewater treatment plant influent and effluent prior to and after minimization efforts.
- Provide the removal efficiencies and costs associated with treatment technologies, which would be necessary to achieve 1 mg/l. The costs shall be compared to overall treatment costs. Additionally, the cost per pound of the total phosphorous removed (on an annual basis or TPW) to reduce the phosphorous from that achievable through minimization to 1 mg/l should be presented.

IV Where achieving the 1.0 mg/L effluent standard will not result in an environmentally significant improvement in water quality.

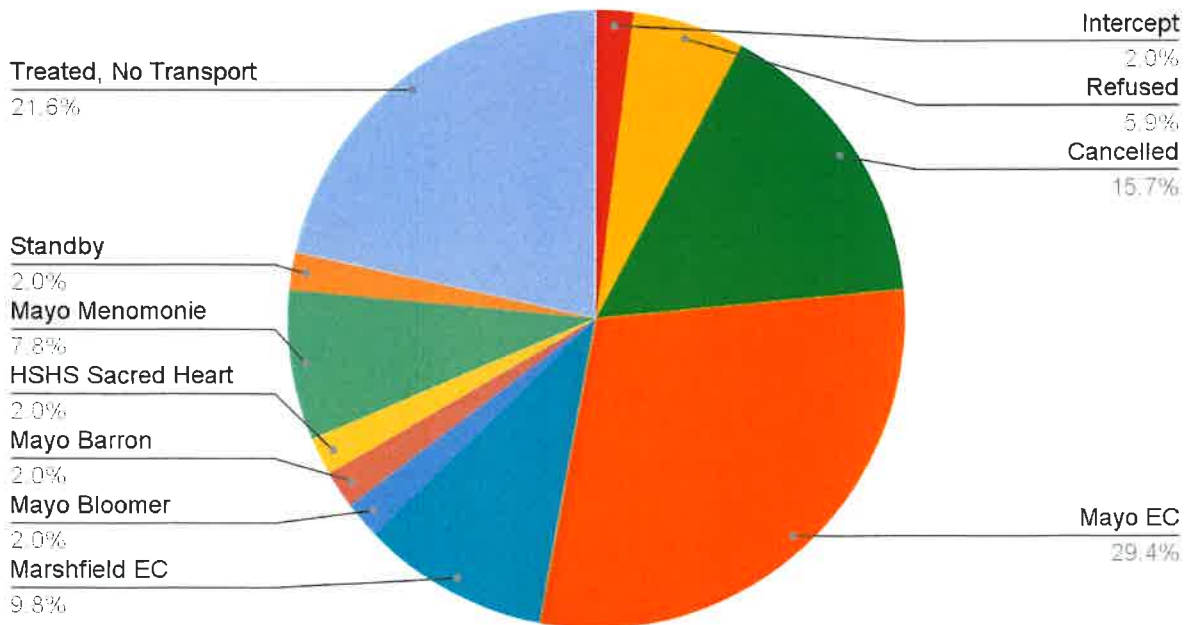
The type of demonstration required under this option does not lend itself to description in this shortened format. If you apply under this alternative, please consult the Implementation Guidance. In addition, although not discussed in the Guidance, in some situations, land use modeling is being looked at as a possible way to make this type of demonstration.

January 2024 Colfax Rescue Report

Municipalities Responded to Jan. 2024



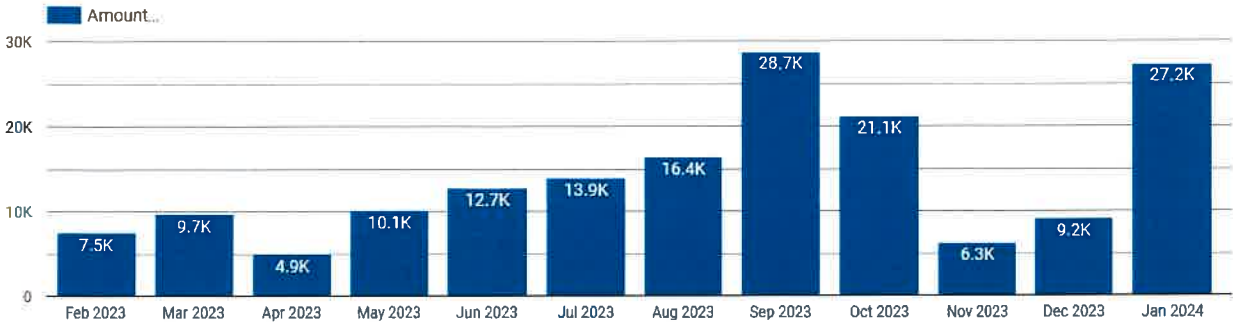
Receiving Facilities Jan. 2024



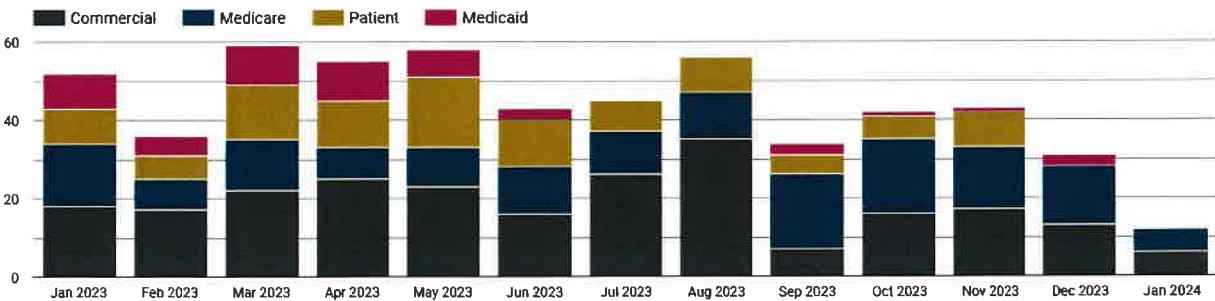
51 Calls for service in January 2024

Total Cash By Posting Date

Calculated based on recieved EOP/EOB's. This graph shows the total payments received each month. These numbers are calculated by using the date of receipt indicated on the explanation of payment received with each insurance payment. Payments each month include payments from claims submitted in previous months.

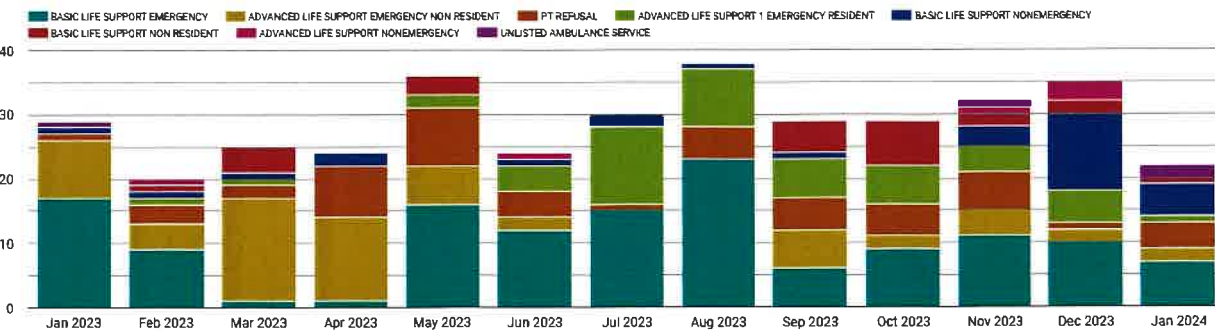


Primary Payer Breakdown



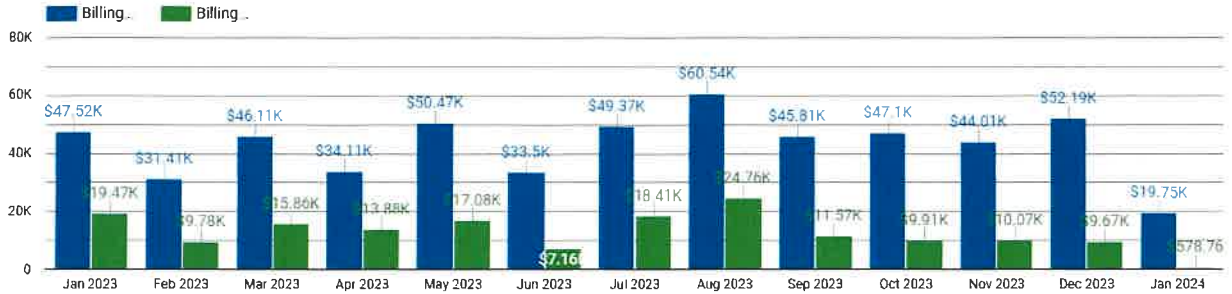
Service Level Breakdown

This graph shows the total number of trips broken down by CMS Level



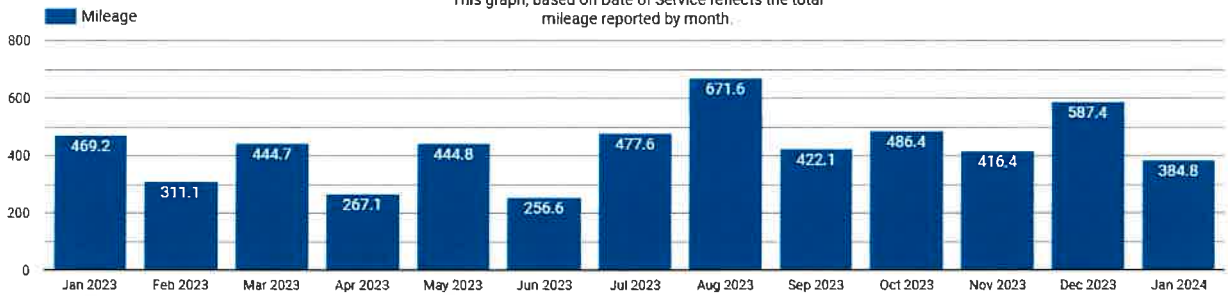
Billed vs Received

This graph, based on Date of Service reflects amounts billed vs cash received.



Total Mileage

This graph, based on Date of Service reflects the total mileage reported by month.



Total Trips

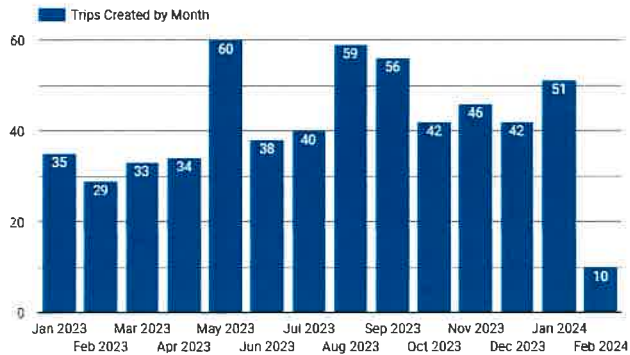
Based on Date of Service Selected Above

You can expand your view by changing the dates above

These numbers are accurate at the time of report generation and are not realtime.

Created
51
↓ 21.4%

* The % Difference is based on the timeframe prior to the date selected

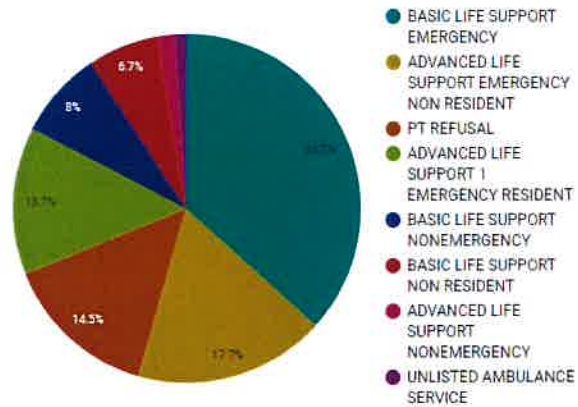


PCR Status Break Down

Approved 38	Non-Billable 6	Not Submitted 0	Not Approved 6	Admin - Unlock 1	Flagged 0
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Service Level Break Down

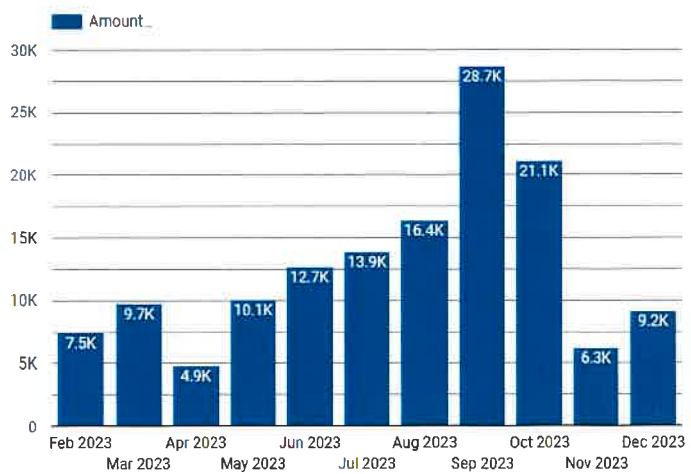
BLS Emerg 1 Non Res 0 N/A	BLS, Emergency 7 +30.0%	BLS, Non Emerg 5 +58.3%	ALS, Emerg 1 NON RES 2 0.0%	Pt. Refusal 4 +30.0%
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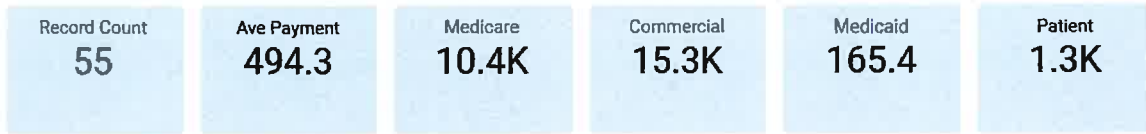
Total Cash Received

You can expand your view by changing the dates above

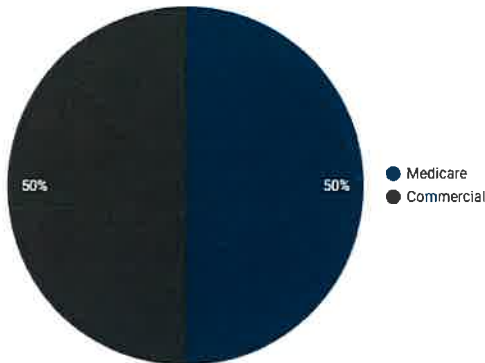
Amount Paid
9,169.34



Breakdown



Primary Payor Mix



Average Payment by Payor

Description	Ave Payment
VA FEE BASIS PROGRAM PYMT	2,159.41
SECURITY HEALTH PLAN PYMT	1,081.48
MDC ELECTRONIC PYMT	493.46
BCBS WISCONSIN PYMT	466.32
COM ELECTRONIC PYMT	441.79
UNITED HEALTHCARE DI PYMT	271.6
PATIENT PYMT	228.82
PHYSICIANS MUTUAL IN PYMT	136.46
MEDICO INSURANCE PYMT	132.76
MEDICA FOCUS PYMT	94.83

CRS Notes:

Medic 8 is undergoing some repairs, and should be returning within the next week. At that point Medic 7 will be settled down in Elk Mound.

We have hired 5 new EMT's that we are very excited to have on staff. They're all very eager to serve the communities!

We are happy to announce the arrival of new baby Gunner! Congratulations to Autumn (Colfax Rescue Officer) and Kyle on their new bundle of joy! We are happy to welcome the new baby into our Colfax Rescue Family!

Highway Materials/Equipment & Operational Expense Comparison 2000-2023

	2000	2005	2010	2015	2020	2021	2022	2023	% Change 2000-2023	% Change 2020-2023
Hotmix Asphalt (Per Ton) *Dunn County Contract Pricing	\$ 21.13	\$ 23.80	\$ 46.50	\$ 49.20	\$ 41.85	\$ 44.80	\$ 54.32	\$ 57.84	174%	38%
Concrete (Per Yard) 4000 PSI *Local Contractor Pricing	\$ 84.00	\$ 90.00	\$ 90.00	\$ 94.00	\$ 109.00	\$ 111.00	\$ 121.00	\$ 146.00	74%	34%
Limerock Base (Per Ton) *Local Contractor Pricing	\$ 4.25	\$ 5.25	\$ 5.68	\$ 6.30	\$ 7.15	\$ 7.65	\$ 8.25	\$ 9.55	125%	33%
Salt (Per Ton) *State Contract Pricing	\$ 30.99	\$ 49.22	\$ 62.00	\$ 76.91	\$ 79.51	\$ 81.90	\$ 88.40	\$ 96.36	211%	21%
Avg. Cost for a New Plow Truck (Single or Tandem Axle)	\$ 89,029.06	\$ 120,584.35	\$ 151,536.83	\$ 181,876.50	\$ 214,656.91	\$ 240,566.92	\$ 233,553.00	\$ 299,043.64	236%	39%
Resurfacing Costs - (Per Mile) "Overlay" (Avg. 24' wide x 1.5" Thick Asphalt) 8-10 Lifespan	\$ 51,164.21	\$ 57,629.35	\$ 112,595.16	\$ 119,132.94	\$ 101,335.64	\$ 108,478.78	\$ 131,530.52	\$ 140,053.85	174%	38%
Pavement Replacement Costs (Per Mile) "Pulverize & Repave" 15-20 Year Lifespan	\$ 102,328.42	\$ 115,258.70	\$ 225,190.32	\$ 238,265.88	\$ 202,671.28	\$ 216,957.56	\$ 263,061.04	\$ 280,107.70	174%	38%
Reconditioning Costs (Per Mile) "Pulverize & Repave with Additional Structural & Safety Improvements" 20 Year Lifespan	\$ 202,103.00	\$ 210,088.82	\$ 351,064.52	\$ 392,109.42	\$ 274,527.62	\$ 310,431.41	\$ 325,204.13	\$ 388,331.17	92%	41%
Avg. Cost Per Mile for Sealcoat Maintenance (24ft. Wide)	\$ 6,504.27	\$ 10,400.80	\$ 13,052.90	\$ 14,799.37	\$ 16,099.20	\$ 15,541.31	\$ 20,013.83	\$ 22,000.00	238%	37%
Avg. Cost to Replace a Bridge Structure (Typical 35' Single Span Bridge)	\$ 250,000.00	\$ 300,000.00	\$ 375,000.00	\$ 425,000.00	\$ 450,000.00	\$ 450,000.00	\$ 550,000.00	\$ 650,000.00	160%	44%

Resurfacing - Placing a new surface on an existing roadway to extend or renew the pavement life. Generally no improvement in capacity or geometrics is performed. No additional R/W is required, except minor acquisition for drainage and intersection improvements. Overlay must be placed directly on top of existing pavement (no intervening base course)

Pavement Replacement - Removing the total thickness of all paving layers, existing asphalt and concrete, from an existing roadway and providing a new paved surface without changing the subgrade. Generally no improvement in capacity or geometrics and no increase in roadbed width is performed. May include transfer of width between pavement and shoulders. Pavement replacement may include some of the same types of associated work as resurfacing. Additional R/W will typically not be required. Does not include storm sewer construction

Reconditioning - Work in addition to resurfacing or pavement replacement. Reconditioning includes improvement of an isolated grade, curve, intersection or sight distance problem to improve safety, or changing the subgrade to widen shoulders or to correct a structural problem. Reconditioning projects may require additional R/W. Does not include increasing the number of driving lanes & does not include adding continuous lanes. May include reconstruction not to exceed 50% of the length of the project. May include replacement of curb and gutter in urban areas with up to 50% of new curb and gutter on new horizontal or vertical alignment

Lynn Niggemann

From: Mark Servi <hiwaymark@gmail.com>
Sent: Wednesday, February 21, 2024 2:59 PM
To: Jennifer Lagerstrom; Terry Stamm; Greg Holden; Robert Hakanson; David Schofield; Don Rose; Melissa Schultz; Craig Dotseth; Kristin Huset; Robin Goodell; Randy Knaack; Brittany Halvorson; Jody Albricht; Mark Levra; Lynn Niggermann; Luke Montgomery; Catherine Martin; Steve Schaefer; Karin Wolf; Randy Bates
Subject: Municipal Street Improvement Program (MSI) Update

The DOT is in the process of reviewing and preparing the Project State Municipal Agreements (SMA) for approved LRIP projects. These will be distributed in 2 phases:

2024 projects will be issued SMA's around March 15, 2024
2025 projects will be issued SMA's around July 1, 2024

At this time, we cannot confirm that everyone will receive the project year that they requested in the application process. That will be determined as DOT works through the requirements of balancing funding over the two fiscal years of the program.

The MSI D and MSI S project applications are being reviewed and rated. DOT will have a separate announcement regarding successful projects by April.

The following guidelines apply to all MSILT, MSI D and MSI S projects including those outstanding projects from previous LRIP cycles:

Unlike previous LRIP program cycles, Municipalities are now allowed to bid and award a project prior to having the SMA issued. But NO WORK may be done on a project until the SMA is issued. For example, a Municipality could bid their project in March before the SMA is issued, but if the SMA is for 2025, no work could be done until the SMA is issued in July of 2024. The actual year of funding approval will most likely not be known until the SMA's are issued. The Municipality can reach out to the Facilitator prior to bidding to determine if there is any additional guidance on funding year.

To make the process flow and allow for easier reimbursement at the end of the project, please use the following steps:

- a) Advertise your project for 2 consecutive weeks in the paper of your choice. Make sure that the advertisement indicates that the project is a LRIP Project. The bid opening may not be until at least 7 days after the last date of publication of the advertisement. Obtain an Affidavit of Publication from the newspaper and place it in the project file. The Affidavit is required as part of the reimbursement documentation.
- b) Award the project at a regular Board or Special Board meeting. In the minutes, record all bidding information such as who the bidders were, and what the bid amounts were. A bid tab or bid summary should be considered and made part of the advertisement for Bids and minutes of the award. If there was only one bidder, note that in the minutes. Place a copy of these minutes in the project file, as they will be required as part of the reimbursement documentation.
- c) Construct the project, making sure that no work is started until the SMA is received by the Municipality.
- d) The contractor will invoice for the project. Place a copy of all project invoices in the project file as they will be required as part of the reimbursement documentation.
- e) Pay the contractor. Place a copy of the checks for payment in the project file as they will be required as part of the reimbursement documentation.
- f) If the project is over \$65,000 in cost, an Engineers Certification of 10-year design life will be required. In some cases, the contractor can provide this. If not, a Wisconsin Professional Engineer will need to complete and stamp the Certificate. Place a copy of the Certificate in the project file as it will require as part of the reimbursement documentation.
- g) When all the items above are completed, the Municipality should complete form DT2353, Request for Reimbursement, and place it in the file.

Once the project is completed, payment has been made and the Municipality has all the required documentation as detailed the Municipality should provide all the documentation to the Facilitator who will verify the documentation for completeness and upload it into the DOT LRIPWeb for reimbursement.

As a reminder, all outstanding projects will be completed by working with the Facilitator, not the Highway Commissioner.

We look forward to working with you to complete these projects successfully. If you have any questions or need to discuss any part of a project, please do not hesitate to contact us.

Mark Servi
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