

**TOWN OF RED CEDAR**  
**Special Town Board Meeting**  
**Minutes**

---

A Special Town Board meeting was held at the Red Cedar Town Hall, E6591 627<sup>th</sup> Avenue, Menomonie, WI on Thursday, May 12, 2022.

1. Call to order/roll call. At 6:30 p.m., the Town Chairman, Bob Cook, called the meeting to order. Present were Supervisor 1, Deb Gotlibson; Supervisor 2, Jim Richartz; Supervisor 3, Don Hayden; Supervisor 4, Nick Berends; and the Clerk, Cheryl Miller.
2. Discuss and take action on:
  - (a) Review project scope of proposed BIL Project (610<sup>th</sup> Street, 420<sup>th</sup> Avenue, and 640<sup>th</sup> Street). John Beckfield of consulting firm, CBS Squared, was in attendance and reviewed the project scope of the proposed BIL project with board members. CBS will help gather information and write the grant application for submittal. The project design would take place in 2023 and 2024, and the construction would need to be completed by 2027 (with a projected start date in 2026). For round 1 in February, the state had \$265 million in applications and funded \$83 million. This is round 2, and the application is due June 3, 2022. CBS would design the project, and a separate firm would be required for the construction oversight. A 3-party contract would need to be signed between WisDOT, the town, and CBS, and the state would hold onto any awarded funds and make payments as necessary. The town will be responsible for 20% of the project costs. If right-of-way land must be purchased or obtained through eminent domain, it could take about two years, and an acquisition specialist should be hired. *No action taken.*
  - (b) Negotiate and approve contract for Application Assistance Phase Services for proposed BIL Project. Mr. Beckfield indicated that the contract fee for preparing the Wis-DOT STP-Local Grant Application and assisting in the application process will be a flat fee of \$1,500.00 *Motion by Don Hayden to approve the \$1,500.00 fee for CBS Squared; motion seconded by Jim Richartz. None opposed. MC*

Mr. Beckfield will email the grant assistance contract to the Clerk. The completed project application will be submitted to the Town Chairman for signature by May 25<sup>th</sup>, and it must be electronically filed by June 3<sup>rd</sup>. Cheryl will scan and email a copy of the prior MLS application to CBS Squared related to this project.
  - (c) Shouldering for 708<sup>th</sup> Ave. Project. Discussion had on shouldering for the 708<sup>th</sup> Avenue projects. The county estimates it will take 3 days and cost between \$35,000.00 to \$45,000.00 (plus a 5% administrative fee) for crushed rock and labor to complete the project. We will use our field dirt, top soil, and employee/road grader. *Motion by Jim Richartz to hire Dunn County to perform the shouldering work required for the 708<sup>th</sup> Avenue projects; motion seconded by Don Hayden. None opposed. MC*
3. Adjourn Special Town Board Meeting. At 7:28 p.m., the Chairman, Bob Cook, adjourned the meeting without objection.

---

Cheryl Miller, Clerk

May 13, 2022