

## TOWN OF WEST POINT

Pursuant to Wisconsin State Statute 19.84, the Town Board of the Town of West Point held a special town board meeting on Thursday, October 31, 2019, at 7:00p.m. at the Roxbury Town Hall, 7161 Kippley Road, Sauk City, WI 53583. The meeting was posted in the three designated places in the town and on the Town's website.

The Town Board meeting was called to order by Ashley Nedeau-Owen - at 7:02pm. The Town Board members present were: Ashley Nedeau-Owen - Chairman, Renee Nair - 1<sup>st</sup> Supervisor, and Gordon Carncross - 2<sup>nd</sup> Supervisor. Present also was Taffy Buchanan – Clerk. Absent was Karmin Enge - 3<sup>rd</sup> Supervisor and Matt Zeman - 4<sup>th</sup> Supervisor. Also present was the Roxbury Town Board and Clerk.

Chuck Bongard, MSA Engineer, sent a memo describing the first phase of the proposal to lower the lake levels of Fish, Crystal, and Mud Lake. MSA would develop and refine a layout, meet with key property owners, prepare preliminary construction cost estimates, meet with the DNR about permitting, identify funding opportunities, and meet with the Towns to convey design and recommend the process forward. The estimated cost for Phase 1 is \$10,000.00. The memo is attached to the minutes.

Ashley Nedeau-Owen presented the “draft” Inter-governmental Agreement (IGA) to both Boards. As part of the IGA a Commission would be formed to work on the project. The Commission would be comprised of one elected representative from the Town of West Point and one from the Town of Roxbury and one member appointed by the Town of Roxbury, one member appointed by the Town of West Point and two members appointed by the Fish, Crystal, Mud Lake District. The IGA also addresses how to divide the costs of the project.

A motion was made by Renee Nair to authorize Chuck Bongard to go ahead with the Phase 1 of the proposal and the Towns will figure out the payment split before we get the bill, 2<sup>nd</sup> by Gordon Carncross – motion carried unanimously.

The Clerks for both Towns were given the task to set up the next meeting for the first week in December.

A motion was made by Renee Nair to adjourn the October 31, 2019 Special Town Board meeting at 8:29p.m., 2nd by Gordon Carncross - motion carried unanimously.

Respectfully Submitted By  
*Taffy Buchanan*, Town Clerk



October 23, 2019

Ervin Breunig  
Town of Roxbury Chair  
7167 Kippley Road  
Sauk City, WI 53583

Ashley Nedeau-Owen  
Town of West Point Chair  
N2114 Rausch Road  
Lodi, WI 53555

Re: Fish – Crystal – Mud Lakes Flood Mitigation

Dear Town Chairs and Members of the Respective Town Boards:

I am writing in accordance with our discussion at the Special Joint Meeting on October 17<sup>th</sup>, to provide a scope of services for the first phase of a potential flood mitigation project for the combined lake system in the Townships.

My understanding, and the basis of this scope of services, is that the proposed long term solution to the rising lake levels will be a gravity outfall from the lake system to the Wisconsin River. The proposed outfall could include a combination of buried pipes and open ditch construction and would be designed with the intention of returning the lake system to historic levels that once allowed for safe passage on the Town Road systems and public enjoyment of the lakes.

MSA proposes the following scope of services for this initial phase:

- Develop and refine a conceptual layout (plan and profile) and preliminary pipe and inlet structure sizing for the gravity outfall, including the identification of impacted properties along the route.
- Meet with key property owners (Lycon and Dane County) to convey the design and solicit feedback. (2 meetings included)
- Prepare a preliminary construction cost estimate based on the proposed design.
- Meet with the Department of Natural Resources to verify permitting requirements.
- Identify potential funding opportunities
- Meet jointly with the Townships to convey the design and to recommend the process forward. (2 meetings included)
  - o Estimated Cost \$10,000

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It would be the intention of the work in this phase to provide a basis from which to solicit funding for the project. The work under this scope does not include grant applications which would be covered under a future agreement with the Townships if this project moves forward. This scope

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of services also does not include geotechnical exploration or easement acquisition for final design.

I am available to attend a meeting to answer questions regarding this proposal and the process going forward. If this is an acceptable proposal, I will prepare a Professional Services Agreement for signature.

Sincerely,

MSA Professional Services, Inc.

A handwritten signature in black ink, appearing to read "Chuck Bongard". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Chuck Bongard, P.E.  
Senior Project Manager

Cmb:kl