

Town of St. Joseph - St. Croix County, WI

Minutes of the Special Town Board Meeting

Thursday, May 2, 2024
Town Hall

Call to Order by Chair Theresa Johnson at 6:00 pm

Statement of Public Notice read by Clerk

Roll Call: Chair Theresa Johnson, Chris Marshall, Dan Gavin, Justin Kruse. Not present: Matt Moore

Adoption of Agenda: **MOTION** to adopt the agenda as presented (Marshall/Kruse). **Motion carried.**

Pledge of Allegiance recited

1. New Town Hall building

- a. Review of bids for new Town Hall construction and award of bid: Bruce Paulson discussed the revised bid form. Discussed the alternate bids. Discussed the good reviews that Berghammer Builders has received. **MOTION** to accept the low bid from Berghammer Builders, Inc. for a total, including alternates 1, 2, 3, and 4, in the amount of \$1,876,550.09 (Johnson/Marshall). The Board members were polled and no members are related to, or associated with, any persons employed by Berghammer Builders, Inc. Roll Call: Chris Marshall-Aye, Justin Kruse-Aye, Dan Gavin-Aye, Theresa Johnson-Aye. **Motion carried.**
- b. Review of RFP for septic and approve for posting: Discussed the potential RFP for the septic system. **MOTION** that we send out for RFP for the septic and approve for the posting (Marshall/Kruse). Discussion followed. **Motion carried.** Clerk will post on website and at the Town Hall on May 7th.
- c. Review of bid for well and approve for posting: Discussion on current RFP for well which was posted. Discussed the well size needed. Will get bids for a 12-inch well, including an alternate bid for an 8-inch and 5-inch wells. **MOTION** that we add an addendum onto our advertisement for bids that will include an alternate bid for an 8-inch and 5-inch wells (Johnson/Marshall). Discussed the cost for an addendum to the bid. **Motion carried.**
- d. Review of invoice for interior furnishings for SOS and approval with downpayment: Discussed storage of the file cabinets that we are obtaining for free. Discussed additional items which may be obtained for low cost or free. This will be discussed at the next meeting.
- e. Review of invoice for Designworks cabinet and voting booths installation and approval with downpayment: Discussed the quote for Designworks. Discussed the voting booths. **MOTION** to approve Bid Nos. 737 and 738 and to pay him half of the project costs down (Johnson/Marshall). **Motion carried.**
- f. Review of information and costs from ASI for audio visual and Sunnyslink for IT services. The final bids have not been received at this time and this will be reviewed at a later meeting.
- g. Review of costs, timelines and other information regarding the construction of the building. Discussed the financial spreadsheet which includes estimates, budget, expenses, items paid.

2. Adjournment: **MOTION** to adjourn at 6:54 pm (Marshall/Kruse). **Motion carried.**