

**Minutes of the Special Meeting of the City Council Held on March 26, 2019 Pursuant to Notice Duly Given:**

1. Meeting called to order by Mayor Heier at 6:00 p.m.
2. Roll Call: Dean Reed, Al Schreiber, Kim Bronikowski, Robert Le Breck, Attorney Calvert, Roger Reed, Mayor Heier  
Excused: Jean Feldt

Also Present: Park & Rec Director John Bostedt, Sara Perrizo, Administrator and as recording secretary and other interested parties

3. Invocation and Pledge of Allegiance by Alderperson D. Reed
4. Approval of Agenda

**Moved by D. Reed, seconded by Schreiber to approve the agenda as presented.  
Motion carried upon verbal voice vote.**

**5 ayes**

5. Correspondence/Public Input.  
Perrizo informed the Council that the Tourism Committee has approved contracting with a log rolling/lumberjack show for Waterfest. There will be three shows and the cost is \$3,500. The Chamber of Commerce has donated \$750 toward the event.
6. Discussion/Recommendation/Action on the Following
  - a. Request for Loan from City to Cover Additional Constructions Costs for Holtwood Campground Bath/Shower Building

Bostedt stated that eight bids were received, with the lowest bid at \$418,400. The original estimate was only \$350,000. Perrizo informed the Council that there is approximately \$402,000 in the City's Revolving Loan Fund (RLF) fund balance. The RLF and all others like it are being shut down by the State of Wisconsin. Because the money for the RLF program was received by the City prior to 1992, the money is now considered de-federalized, which means that the City can use it for anything deemed necessary. She recommended using some of this money to make a loan to Holtwood Campground for this project.

R. Reed asked why the costs came in so much higher than the estimate. D. Reed explained that the cost of excavation and concrete have risen dramatically, going up by 40% over the estimate. R. Reed asked for the size of the proposed building. Trista Hobbs, from UPEA Engineering stated that the design is for a 1,000 square foot building. She went on to explain that the City applied for a DNR grant three years ago and the cost of construction has increased since then. If we push the project to a later date, we risk losing that DNR grant of \$150,000. Bronikowski asked if the plans for the building have changed since the original plan. Hobbs replied that they have not. Bronikowski believes that loaning money from the RLF fund is the way to go.

Perrizo read aloud an email from Alderperson Feldt, who was unable to attend the meeting, suggesting fundraising as a means to come up with the needed funds. Schreiber stated that this project is a good use from the RLF funds and noted that the City will own the building anyway. Mayor Heier agreed, stating that there would be an approximately three year payback on the loan. The consensus of the Council was that there isn't enough time to fundraise and still get the project completed this year. Bostedt noted that, if we don't use the DNR grant money this year,

we will have to return it to the DNR. This may jeopardize our chances of getting additional grants in the future.

**Moved by Le Breck, seconded by D. Reed to approve the request for a loan from the City to cover the additional construction costs for the Holtwood Campground shower/bath building in an amount up to \$75,000 from the revolving loan fund.**

**Motion carried upon electronically recorded vote. 5 ayes**

- b. Approval to Award Contract for Holtwood Bath/Shower Building to Low Bidder

**Moved by D. Reed, seconded by Le Breck to award the contract to Alliance Construction in the amount of \$418,400.**

**Motion carried upon electronically recorded vote. 5 ayes**

- c. Discussion on Possible Application for AARP Grant for Holtwood Campground Bath/Shower House Project

Hobbs explained that this is a relatively new grant program which focuses on funding for safe and accessible facilities. There is no match required and there will be no cost for Hobbs to write the grant application.

**Moved by D. Reed, seconded by Le Breck to approve applying for an AARP grant for Holtwood Campground Bath/Shower house project.**

**Motion carried upon electronically recorded vote. 5 ayes**

- 7. Adjournment.

**Moved by Le Breck, seconded by Bronikowski to adjourn at 6:23 p.m.**

**Motion carried upon verbal voice vote. 5 ayes**

Respectfully Submitted:  
Sara J. Perrizo  
Administrator