

**Joint Powers Board (JPB) Meeting
July 25, 2018 @ 6:00 p.m.
Carlton City Hall**

The meeting was called to order at 6:02 p.m. by Chairperson Kitty Bureau.

Members present: Kitty Bureau, Randy Willie, Derek Wolf and LeAnn Theisen.

Members Absent: Ken Witte

Others Present: Carol Conway, Recording Secretary, and Sue Chapin, Twin Lakes Township Clerk, Ashley Hammerbeck via telephone.

A Motion was made by Randy Willie and seconded by LeAnn Theisen to approve the June 28, 2018, meeting minutes as presented. The motion passed unanimously.

Updates/Timeline:

- Resolution 2018-22 *Resolution Approving Plans and Specification and Ordering Advertisement for Bids* was passed by Carlton City Council. The Water Treatment Plant (WTP) will go out for bid on Friday July 27, 2018 and close on August 31, 2018 @ 10:00am. All bids will include a Base Bid (WTP and Infrastructure Updates), Bid Alternate #1 (Meter Pit) and Bid Alternate #2 (Lift Stations). Bid Alternate #1 and #2 do not qualify for Public Utilities Authority (PFA) funding. If Bid Alternate #1 is approved a cost share agreement will be needed.
- Final plans for the Water Treatment Plant and Infrastructure Improvements were received. A few minor changes need to be made. Revised plans will be sent to Derek on July 26, 2018.
- Pre-Bid Conference is set for August 14, 2018 with bid opening on August 31, 2018. If changes are needed after the pre-bid conference an addendum will be added to avoid change orders during the project.
- Receive funding package from PFA – September 2018
- Notice to proceed – Middle of October
- Drill Test Well
- Carlton will need to sign a Continuing Service Contract for to cover September and October.

Waterline Updates: 2019 Project Priority List (PPL) should be out soon. An application for the Point Source Implementation Grant Program will be submitted for Twin Lakes Township.

Upcoming Meetings

Bid Opening	August 31, 2018 @ 10:30am – Carlton City Hall – 310 Chestnut Ave., Carlton
Joint Powers Board	September 6, 2018 @ 5:30pm – Carlton City Hall – 310 Chestnut Ave., Carlton

A Motion was made by Randy Wille and seconded by LeAnn Theisen to adjourn the meeting, the time being 6:54 p.m. The motion passed unanimously.

Respectfully Submitted:

Carol Conway
Recording Secretary