

TOWN OF WESTPORT
REGULAR BOARD MEETING
Kennedy Administration Building
Community Meeting Room
5387 Mary Lake Road
Town of Westport, Wisconsin

Virtual Meeting Via GoToMeeting

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AGENDA - Monday, May 4, 2020 7:00 p.m.

1. Call to Order
2. Public Comment On Matters Not On the Agenda
3. Approve Minutes
4. Review/Approve Operator Licenses
5. Driveway/Access/Utility/Road Opening Permits
6. Water Utility/Fire Protection Utility
Miscellaneous
7. Sewer Utility
Miscellaneous
8. Engineer Report
Miscellaneous Ongoing Projects
9. Town Highway Construction/Maintenance/Capital Purchases Discussion/Action
10. COVID-19 Responses Discussion/Action
11. Committee Reports/Items for Action

Personnel Committee	Public Works Committee	Westport/Middleton JJC
Audit Committee	Town Plan Commission	Westport/Waunakee JPC
12. Administrative Matters
13. Miscellaneous Business/Forthcoming Events
14. Pay Current Bills
15. Board of Review Training
16. Adjourn

If you need reasonable accommodations to access this meeting, please contact the clerk's office at 849-4372 at least three business days in advance so arrangements can be made to accommodate the request.

TOWN OF WESTPORT
AUDIT COMMITTEE MEETING
Kennedy Administration Building
Community Meeting Room
5387 Mary Lake Road
Town of Westport, Wisconsin

Virtual Meeting Via GoToMeeting

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AGENDA - Monday, May 4, 2020 6:30 p.m.

This meeting is being noticed as a possible gathering of a quorum of the Westport Town Board due to the possible attendance of Supervisors not appointed to the Committee. Supervisors may discuss items on this agenda, or gather information on these items, but no action will be taken on these items as the Town Board.

1. Call to order
2. Approve minutes
3. Review/approve bills for payment
4. Adjourn

If you need reasonable accommodations to access this meeting, please contact the clerk's office at 849-4372 at least three business days in advance so arrangements can be made to accommodate the request.

TOWN OF WESTPORT

TOWN BOARD - Monday, April 20, 2020

The regular semi-monthly meeting of the Town Board was called to order at 7:01 p.m. by Chair Grosskopf by telephone conference using FreeConferenceCall.com. Members present: Cuccia, Enge, Grosskopf, Sipsma, and Trotter. Members absent: None. Also Present: Tim Wohlers, and Tom Wilson.

There was no Public Comment On Matters Not On the Agenda. The minutes of the April 6, 2020 regular meeting were approved as presented, and the action items were confirmed as noted in the minutes, on a motion by Sipsma, second Trotter.

For a brief Engineer Report, Wilson provided the Board with an update on the status of the construction for the CTH M Trail, Mary Lake neighborhood road work, and other requests that have been coming in.

Wilson then presented various work and staffing items related to the COVID-19 Emergency Declarations, including, election items; contacting the HPC and Park Committee about holding May meetings by teleconference; an update on the NECC; and a brief discussion about the new Governor's Emergency Order and how that extends the Town closures and limits.

Grosskopf reported on items before the plan commission/committees. The Audit Committee recommended payment of bills as presented by Wilson after questions were answered.

There were no additional Administrative Matters raised. For Miscellaneous Business or Forthcoming Events raised, Wilson reminded the Board members of Annual Meeting being held tomorrow evening April 21; Wilson confirmed the Board of Review will hold an initial meeting to adjourn on May 18 and will have its first meeting and hearings on July 15 at 5:30 p.m.; and Cuccia and Grosskopf inquired about additional road work and funding to which Wilson advised that this information will be available for discussion at the May 4 meeting.

Current bills were paid as presented by Wilson and recommended by the Audit Committee after questions were answered on a motion by Sipsma, second Enge.

Because of the meeting being done by teleconference, the BOR training will be rescheduled, likely to the May 4 meeting and by video.

Motion to adjourn by Sipsma, second Cuccia. The meeting adjourned at 7:33 p.m.

Thomas G. Wilson
Attorney/Administrator/Clerk-Treasurer

AGENDA ITEM #9:

Town Highway Construction/Maintenance/Capital
Purchases Discussion/Action

highway money

Robert Anderson <banderson@townofwestport.org>

Wed 4/29/2020 3:01 PM

To: Tom Wilson <twilson@townofwestport.org>

Cc: Jessica Frey <jfrey@townofwestport.org>

1 attachments (11 KB)

2020road funding.pdf;

I have attached the known numbers for 2020.

If we do nothing else we could add 1 road in Mary Lake, probably Auchter, estimated at 110,000.

We could borrow some additional funds and add Shamrock, estimated at 105,000.

We could borrow more and add a new pickup truck and additional roads. I talked to State Bank CP and MSB and have estimates for short term borrowing at 2% for up to 5 years for anywhere between 500,000 and 1,500,000. Dave at Ehlers is preparing a schedule for the planned 2021 borrowing along with adding an additional 400,000 that we could proceed with now and use similar to last year where we spend the 400,000 now and keep the 1 mil for 2021 or even just part of the extra 400,000 this year and carry the balance forward.

Ehlers numbers are below for comparison of borrowing 1.1 vs 1.5 million in 2020 for 2021. If we go this route it will be a single note and we could use part of it in 2020 and carry the balance to 2021.

Existing Debt Payments					Projected Debt Service												
YEAR	Equalized Value Projection	Change in Value	Net Debt Service Levy	Debt Service Tax Rate	General Obligation Notes (Option 1), 2020 \$1,500,000								Net Debt Service Levy	Debt Service Tax Rate	YEAR		
					Dated 8-01-20				Dated 8-01-20								
					Prin (6/1)	Rate	Interest	Total	Prin (6/1)	Rate	Interest	Total					
2020	941,015,000	11.34%	757,884	0.82	2020					767,884	0.82	2020					
2021	950,425,150	1.00%	156,861	0.18	2021	650,000	2.30%	38,525	688,525	855,386	0.90	2021					
2022	959,329,402	1.00%	163,087	0.17	2022	141,000	2.30%	17,929	158,929	322,015	0.34	2022					
2023	969,528,696	1.00%	160,300	0.17	2023	141,000	2.30%	14,686	155,686	315,985	0.33	2023					
2024	979,223,982	1.00%	156,500	0.16	2024	142,000	2.30%	11,431	153,431	309,931	0.32	2024					
2025	989,016,222	1.00%	152,700	0.15	2025	142,000	2.30%	8,165	150,165	302,865	0.31	2025					
2026	998,906,385	1.00%	148,900	0.15	2026	142,000	2.30%	4,899	146,899	295,799	0.30	2026					
2027	1,008,695,448	1.00%		0.00	2027	142,000	2.30%	1,633	143,633	249,693	0.14	2027					
TOTALS			1,716,231		TOTALS	1,500,000		97,267	1,597,267	3,313,498		TOTALS					

Robert Anderson, WCPC CMC

Utility, Finance, I.S. Manager, Deputy Clerk Treasurer

Town of Westport

5387 Mary Lake Rd

Waunakee WI 53597

608-849-4372

All e-mail sent to the Town of Westport is subject to the Wisconsin open records law

IF THIS MESSAGE IS TO THE ENTIRE MEMBERSHIP OF A GOVERNMENTAL BODY, you are advised that this email should be treated as a one-way communication and that responses "to all" should be avoided because those responses could create a "walking quorum" of the body in violation of the open meetings law (Office of the Wisconsin Attorney General Letter of 3/19/2010)

2020 Road Funding	Levy	Known Costs
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Road projects	1,000,000	
Mary Lake Road Bid		600,000
chipseal/stripe		145,000
Fema rd repairs		136,000
Woodland curve repairs		60,000
	1,000,000	941,000
Remaining	59,000	

2020 Capital Truck Funding

	200,000	
		197,000
Potential Borrowing	400,000	
potential add on		
Auchter		110,000
Shamrock		105,000
New pickup		95,000
	400,000	310,000
total remaining		149,000

Robert Anderson

From: Barry Buckwalter
Sent: Tuesday, April 28, 2020 2:40 PM
To: Robert Anderson; kevin@waunakee.com
Subject: FW: Westport FEMA repairs

Here are the additional quotes for fema repair work from last summer.

From: Pete Rustad <prustad@rpcattell.com>
Sent: Sunday, May 26, 2019 7:46 AM
To: Barry Buckwalter <bbuckwalter@townofwestport.org>
Subject: Westport FEMA repairs

Easy street:

Mobilization
Traffic control
Erosion control
Clean ditches
Reshape ditches
Seed & e-mat ditches
Mill/remove asphalt 555 sy
Asphalt pavement 4" 555 sy
Total: \$48'000.00

River road:

Mobilization
Traffic control
Erosion control
Reshape ditch/build diversion berm
Seed & e-mat
Mill/remove asphalt 358 sy
Asphalt pavement 4" 358 sy
Total: \$38'000.00

Woodland drive, FEMA area

Mobilization
Traffic control
Widen shoulders
Pulverize & shape roadway 1'222 sy
Asphalt pavement 4" 1'222 sy
Total: \$50'000.00

Woodland drive, additional work requested by town

Widen shoulders
Pulverize & reshape roadway 2'444 sy
Asphalt pavement 4" 2'444 sy
Total: \$73'000.00

This is just an estimate with rough numbers FYI