

Meeting called to order by Chairperson Jim Duncan at 4:35 pm

Members present on roll call: Jim Duncan, Jamey Flaherty, Kellie Flaherty

No Public Comments.

Discussion and possible action on water treatment plant design. Jeff Nussbaum, Sr. Engineer II, from SEH attended the meeting and talked through the Supplemental Letter Agreement and the Master Agreement for Professional Services. The Master Agreement for Professional Services would be effective as of March 21st, 2022 between the Village of Balsam Lake and Short Elliott Hendrickson Inc.(SEH). Also, by entering into the agreement, the Village of Balsam Lake would agree to utilize the professional services of SEH and SEH agrees to provide the professional services described in the agreement, exhibits and attachments. The Supplemental Letter Agreement (SLA) shall take precedence over all Exhibits unless alternate terms have been specifically agreed to. The SLA describing the scope, schedule and payment conditions for the Water Treatment Plant Design was reviewed and discussed. It is anticipated that the scope of the preliminary design services could be completed within 3 to 4 months after receiving a signed agreement, depending on meeting schedules. The lump sum fee for this process is \$68,500 which includes expenses and equipment. Expenses and equipment for this project are estimated to include survey equipment, survey vehicles, mileage, and reproduction expenses. It was noted the amount for this process shall be discussed at the next Finance Committee Meeting. **Motion by Jamey Flaherty to recommend to the board approving the Master Agreement for Professional Services and Supplemental Letter Agreement provided by SEH with the intent to pay a lump sum fee of \$68,500. Second by Kellie Flaherty. On roll call: Kellie Flaherty, yes; Jamey Flaherty, yes; Jim Duncan, yes. Carried.**

Motion to adjourn by Kellie Flaherty. Seconded by Jamey Flaherty. Carried. 5:19 pm

Lori Duncan, Village Clerk Treasurer
Amy VanDeBrake, Deputy Clerk Treasurer