

**CITY OF CHIPPEWA FALLS  
BOARD OF PUBLIC WORKS  
MEETING MINUTES  
MONDAY, AUGUST 24, 2015 – 5:30 PM**

The Board of Public Works met in City Hall on Monday, August 24, 2015 at 5:30 PM. Present were Mayor Greg Hoffman, Director of Public Works Rick Rubenzer, Finance Manager Lynne Bauer and Alderperson Paul Olson. Absent was Darrin Senn.

1. **Motion** by Bauer, seconded by Rubenzer to approve the minutes of the August 10, 2015 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**
  
2. Director of Public Works Rubenzer presented the attached City of Chippewa Falls and Chippewa Area Unified School District joint resolution acknowledging a Safe Routes to School Plan and endorsing the plan as a guide for the city and school district. Director of Public Works Rubenzer reviewed the school surveys, audits and planning that were done over the past year and noted that an infrastructure grant could be applied for. He continued that an infrastructure grant would require \$200,000 or more of improvements and would put prioritized items of the Safe Routes to School plan in place.  
**Motion** by Hoffman, seconded by Olson that the Common Council approve the attached joint resolution formally recognizing a Safe Routes to School Plan for the City of Chippewa Falls and the Chippewa Area Unified School District and endorsing the document to be used as a guide for improvements. **All present voting aye. MOTION CARRIED.**
  
3. The Board of Public Works discussed the attached Wastewater Treatment Plant bids for Influent Screening, Dewatering and Hauled Waste Station Improvements. Director of Public Works Rubenzer noted that these project improvements had been previously considered and approved by the Common Council. He noted that both bids were in an acceptable price range when compared to other recent Wastewater Treatment Plant improvement bids. Strand Associates, Inc. will be performing the construction engineering for the project.  
**Motion** by Hoffman, seconded by Olson to recommend the Common Council approve the low bid of \$2,467,000 and award the project contract for Influent Screening, Dewatering and Hauled Waste Station Improvements at the Chippewa Falls Wastewater Treatment Plant to J.F. Ahern Company of Fond du Lac, Wisconsin. Said award is contingent upon a successful review and approval of the bid by City Attorney Ferg. **All present voting aye. MOTION CARRIED.**
  
4. The Board of Public Works considered the attached request from Larry Licht to extend the deadline for his condemned deficient sidewalk at #524 Mansfield Street from the statutory twenty days to sixty days. After discussion,  
**Motion** by Olson, seconded by Bauer to approve the attached request from Larry Licht and extend the September 4, 2015 deadline to replace his condemned deficient sidewalk at #524 Mansfield Street until October 14, 2015. **All present voting aye. MOTION CARRIED.**

Please note, these are draft minutes and may be amended until approved by the Common Council.

5. The Board of Public Works considered the attached example resolutions for reimbursement of funding and an authorized representative for application for a Clean Water Loan for Influent Screening, Dewatering and Hauled Waste Station Improvements at the Chippewa Falls Wastewater Treatment Plant. Director of Public Works Rubenzer noted that the Wastewater Utility would not be using short term funding to reimburse the loan but would be using internal funds and requested that he be the City's authorized representative.

**Motion** by Hoffman, seconded by Olson to recommend the Common Council authorize Director of Public Works, City Engineer and Utility Manager Rubenzer to be the project representative and the Wastewater Utility reimburse funds internally for application for a Clean Water Fund Loan for Influent Screening, Dewatering and Hauled Waste Station Improvements at the Chippewa Falls Wastewater Treatment Plant and approve the corresponding resolutions. **All present voting aye. MOTION CARRIED.**

6. **Motion** by Olson, seconded by Bauer to adjourn. **All present voting aye. MOTION CARRIED.** The Board of Public Works meeting adjourned at 6:01P.M.

  
Richard J. Rubenzer, PE  
Secretary, Board of Public Works

**CITY OF CHIPPEWA FALLS  
BOARD OF PUBLIC WORKS  
MEETING MINUTES  
MONDAY, AUGUST 10, 2015 – 5:30 PM**


The Board of Public Works met in City Hall on Monday, August 10, 2015 at 5:30 PM. Present were Director of Public Works Rick Rubenzer, Finance Manager Lynne Bauer and Darrin Senn. Absent were Mayor Greg Hoffman and Alderperson Paul Olson.

1. **Motion** by Rubenzer, seconded by Bauer to approve the minutes of the July 13, 2015 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**
  
2. The Board considered emergency repair of the west/south expansion joint of the railroad overpass bridge on Commerce Parkway just south of County Highway "T". Finance Manager Bauer requested an updated more formal proposal. She also inquired about additional proposals. Director of Public Works Rubenzer responded that bridge contractors were extremely busy right now but that Assistant City Engineer Krejci would seek an updated proposal and additional proposals. He continued that the City staff could fill the joint with concrete on a temporary basis but that the repair would probably only last for the winter and wouldn't be the correct repair.  
**Motion** by Rubenzer, seconded by Bauer to get an updated estimate to present to the August 13, 2015 Committee #1 for repair of the west/south expansion joint on the Commerce Parkway railroad overpass. **All present voting aye. MOTION CARRIED.**
  
3. The Board considered the request from Wisconsin Scales for two-74 foot wide driveways on Lot #46 located on Olson Drive. Director of Public Works Rubenzer noted the maximum allowable driveway width is thirty-five feet but that industrial parks driveways have typical widths of 75-100 feet due to truck traffic. The Board has authority to grant extra widths.  
**Motion** by Rubenzer, seconded by Bauer to approve the request from Wisconsin Scale and to allow installation of two seventy-four foot wide driveways located as shown on the attached site layout. **All present voting aye. MOTION CARRIED.**
  
4. The Board of Public Works discussed and considered the attached 2014 Compliance Maintenance Annual Report. This is a report card for the Wastewater Treatment Plant. The "B" grade for biosolids handling was improved from the 2013 "C" grade in biosolids handling. Director of Public Works Rubenzer stated that the centrifuge installation about to begin at the plant would address the biosolids deficiencies.  
**Motion** by Senn, seconded by Bauer that the Common Council approve the 2014 Compliance Maintenance Annual Report and corresponding resolution. **All present voting aye. MOTION CARRIED.**
  
5. The Board discussed the attached possible replacement options for the two remaining downtown water fountains. Another fountain was recently hit and damaged leaving only two of the original four in working condition. Previous Board and Council action was to remove the fountains permanently this fall. Once removed, the anchor bolts will protrude

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above the sidewalk so they will need to be cut off below the surface and concrete repoured over the fountain area. After some discussion, it was recommended to remove all four fountains at the time of winterization this fall, to repair the concrete surface at each site and to refer to Committee #3 for confirmation of the removal.

6. **Motion** by Bauer, seconded by Senn to adjourn. **All present voting aye. MOTION CARRIED.** The Board of Public Works meeting adjourned at 5:57 P.M.

  
Richard J. Rubenzer, PE  
Secretary, Board of Public Works

CITY OF CHIPPEWA FALLS/CHIPPEWA FALLS AREA UNIFIED SCHOOL DISTRICT  
RESOLUTION NO. \_\_\_\_\_  
RECOGNIZING AND ENDORSING THE SAFE ROUTES TO SCHOOL PLAN FOR THE  
CITY OF CHIPPEWA FALLS AND CHIPPEWA FALLS AREA UNIFIED SCHOOL DISTRICT

WHEREAS, the City of Chippewa Falls and Chippewa Falls Area Unified School District and 10 other school districts and the communities they serve joined a West Central Wisconsin Regional Planning Commission (WCWRPC) regional initiative and applied for a State of Wisconsin Department of Transportation (WisDOT) Transportation Alternatives Program (TAP) grant on December 10, 2013 for a city-wide Safe Routes To School Plan (SRTS) plan; and

WHEREAS, the grant for the SRTS plans was awarded on August 1, 2014; and

WHEREAS, the City of Chippewa Falls and Chippewa Falls Area Unified School District formed a SRTS Task Force made up of several people from the School District and City; and

WHEREAS, working with the WCWRPC, the SRTS Task Force held four SRTS Task Force meetings, facilitated one district-wide parent survey and one district-wide weeklong classroom mode of transportation tally, and organized 12 walk and bike audits over a six-month period; and

WHEREAS, the SRTS Task Force finalized the SRTS Plan, which included dozens of action item recommendations, on August 10, 2015; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Chippewa Falls and Chippewa Falls Area Unified School District that the City of Chippewa Falls and Chippewa Falls Area Unified School District SRTS plan shall be formally recognized and endorsed as a document that shall be serve as a guide by the City and School District. It shall also be used as the basis for the application for an infrastructure grant.

DATED this 20<sup>th</sup> day of August, 2015.

ATTEST:

APPROVE:

\_\_\_\_\_  
Greg Hoffman, Mayor

\_\_\_\_\_  
Jerry Smith, School Board President



Strand Associates, Inc.<sup>®</sup>  
910 West Wingra Drive  
Madison, WI 53715  
(P) 608-251-4840  
(F) 608-251-3855

August 17, 2015

Richard J. Rubenzer, P.E.  
Director of Public Works, City Engineer, Utilities Manager  
City of Chippewa Falls  
30 West Central Street  
Chippewa Falls, WI 54729

Re: Wastewater Treatment Plant Screening, Dewatering, and Hauled Waste Improvements  
Contract No. 1-2015  
City of Chippewa Falls, Wisconsin

Dear Rick,

Bids for the above-referenced project were opened on August 13, 2015. Two bids were received with the resulting bid tabulation enclosed. The low bid of \$2,467,000 was less than ENGINEER's opinion of probable construction cost.

J. F. Ahern Co. of Fond du Lac, Wisconsin was the apparent low bidder at \$2,467,000. The bid included a bid bond for 10 percent and Addenda No. 1 and 2 were acknowledged.

Strand Associates, Inc.<sup>®</sup> has previously worked with J. F. Ahern Co. on projects for the City of Fond du Lac, the City of Chilton, the City of Dubuque, and others. Based on our previous experience with this contractor, we have found J. F. Ahern Co. to be responsible.

We suggest that you consider evaluating J. F. Ahern Co.'s financial status prior to award and other information submitted to you as required by Article 19.05.2 found in the Instructions to Bidders of the Contract Documents.

Sincerely,

STRAND ASSOCIATES, INC.<sup>®</sup>

  
Vernon C. Witthuhn, Jr., P.E.

Enclosure


Bids Received: 11:00 AM  
August 13, 2015

STRAND ASSOCIATES, INC.®  
910 West Wingra Drive  
Madison, Wisconsin 53715

SCREENING, DEWATERING, AND HAULED WASTE RECEIVING IMPROVEMENTS  
CONTRACT 1-2015  
CITY OF CHIPPEWA FALLS, WISCONSIN

BID TABULATION SUMMARY

Bidder and Address	Bid Bond or Guarantee	Addenda Acknowledged	Lump Sum Base Bid
J. F. Ahern Co. 855 Morris Street Fond du Lac, WI 54935	10%	Yes	\$2,467,000.00
Staab Construction Corporation 1800 Laemle Avenue Marshfield, WI 54449	10%	Yes	\$2,657,800.00

Reviewed by:  \_\_\_\_\_

Bids Received: 11:00 AM  
August 13, 2015

STRAND ASSOCIATES, INC.®  
910 West Wingra Drive  
Madison, Wisconsin 53715

SCREENING, DEWATERING, AND HAULED WASTE RECEIVING IMPROVEMENTS  
CONTRACT 1-2015  
CITY OF CHIPPEWA FALLS, WISCONSIN

EQUIPMENT ALTERNATIVES

J. F. Ahern Co. 855 Morris Street Fond du Lac, WI 54935						
Item	Equipment Base Bid Manufacturer Included in the Lump Sum Base Bid (Circle One)	Cost of Equipment Included in the Lump Sum Base Bid	Alternative Manufacturer	Add to Base Bid for Alternative Manufacturer	Deduct From Base Bid for Alternative Manufacturer	
A. Vertical Shaft Mixer (Section 11220)	Philadelphia-Mixing Solutions-Limited OR Lightnin	\$22,885		(+)	(-)	
B. Progressing Cavity Pumps (Section 11314)	Meyne OR Netsch	\$17,628		(+)	(-)	
C. Rotary Lobe Pump (Section 11315)	LobePro OR Börger	\$15,800		(+)	(-)	
D. Septage Receiving System (Section 11324)	EleMech, Inc.	\$32,000		(+)	(-)	



J. F. Ahern Co.  
 855 Morris Street  
 Fond du Lac, WI 54935

Item	Equipment Base Bid Manufacturer Included in the Lump Sum Base Bid (Circle One)	Cost of Equipment Included in the Lump Sum Base Bid	Alternative Manufacturer	Add to Base Bid for Alternative Manufacturer	Deduct From Base Bid for Alternative Manufacturer
E. Mechanically Cleaned Screen (Section 11331)	Headworks USA OR Kusters-Water	\$93,000		(+)	(-)
F. Screenings Wash Press (Section 11334)	Vulcan Industries, Inc.	\$56,500	Huber Technology, Inc.	(+) No Bid	(-) No Bid
G. Polymer Feed Equipment (Section 11347)	Stranco, Inc. OR Fluid Dynamics, Inc.	\$32,500		(+)	(-)
H. Centrifuge Dewatering Equipment (Section 11361)	Centrisys, Inc. OR Flettweg-Separation Technology, Inc.	\$276,800	Andritz Separation, Inc.	(+) No Bid	(-) No Bid

Staab Construction Corporation  
 1800 Laemle Avenue  
 Marshfield, WI 54449

Item	Equipment Base Bid Manufacturer Included in the Lump Sum Base Bid (Circle One)	Cost of Equipment Included in the Lump Sum Base Bid	Alternative Manufacturer	Add to Base Bid for Alternative Manufacturer	Deduct From Base Bid for Alternative Manufacturer
A. Vertical Shaft Mixer (Section 11220)	Philadelphia-Mixing Solutions-Limited OR Lightnin	\$25,000		(+)	(-)
B. Progressing Cavity Pumps (Section 11314)	Meyne OR Netzsch	\$18,000		(+)	(-)
C. Rotary Lobe Pump (Section 11315)	LobePro OR Börger	\$18,000		(+)	(-)
D. Septage Receiving System (Section 11324)	EleMech, Inc.	\$32,000		(+)	(-)
E. Mechanically Cleaned Screen (Section 11331)	Headworks USA OR Kusters-Water	\$100,000	Enviro Care	(+)	(-) 11,000
F. Screenings Wash Press (Section 11334)	Vulcan Industries, Inc.	\$56,500	Huber Technology, Inc.	(+)	(-) No Bid
				(+)	(-)

Staab Construction Corporation  
 1800 Laemle Avenue  
 Marshfield, WI 54449

Item	Equipment Base Bid Manufacturer Included in the Lump Sum Base Bid (Circle One)	Cost of Equipment Included in the Lump Sum Base Bid	Alternative Manufacturer	Add to Base Bid for Alternative Manufacturer	Deduct From Base Bid for Alternative Manufacturer
G. Polymer Feed Equipment (Section 11347)	Stranco, Inc. OR Fluid Dynamics, Inc.	\$38,000		(+)	(-)
H. Centrifuge Dewatering Equipment (Section 11361)	Centrisys, Inc. OR Flettweg-Separation Technology, Inc.	\$290,000	Andritz Separation, Inc.	(+)	(-) No Bid

Reviewed by: 

Bids Received: 11 AM, August 13, 2015

STRAND ASSOCIATES, INC.®  
 910 West Wingra Drive  
 Madison, WI 53715

SCREENING, DEWATERING, AND HAUL WASTE RECEIVING IMPROVEMENTS  
 CONTRACT 1-2015  
 CITY OF CHIPPEWA FALLS, WISCONSIN

CASH ALLOWANCES

BIDDER AND ADDRESS		J. F. Ahern Co. 855 Morris Street Fond du Lac, WI 54935		Staab Construction Corporation 1800 Laemle Avenue Marshfield, WI 54449			
Item No.	Description	Quantity Included in the Lump Sum Base Bid	Unit	Unit Price	Total Included in Lump Sum Bid	Unit Price	Total Included in Lump Sum Bid
1.	Removal and Replacement of Unsuitable Foundation Material for Structures and Roads (Section 02222)	90	CY	\$ 25.00	\$ 2,250.00	\$ 40.00	\$ 3,600.00
2.	Removal and Replacement of Unsuitable Foundation Material for Utility Trenches (Section 02222)	50	CY	\$ 10.00	\$ 500.00	\$ 50.00	\$ 2,500.00
3.	Rock Excavation for Structures and Roads (Section 02229)	50	CY	\$ 120.00	\$ 6,000.00	\$ 60.00	\$ 3,000.00
4.	Rock Excavation for Utility Trenches (Section 02229)	80	CY	\$ 10.00	\$ 800.00	\$ 90.00	\$ 7,200.00

Reviewed by 

REQUEST FOR REVIEW OF WALK ORDER  
BY THE BOARD OF PUBLIC WORKS  
CITY OF CHIPPEWA FALLS, WISCONSIN

LRL PROPERTIES

Name: LARRY LIGHT

Address: ~~425~~ 524 MANFIELD ST

City: CHIPPEWA FALLS WI

NOTE: This request must be filed in the  
Office of the Director of Public Works by  
4 P.M. August 24 2015  
In order to be placed on the agenda for  
5:30 ~~AM~~ P.M. August 24 2015.

Parcel Number: 3342

On 8-15-15 I/We received an Order to repair/replace the sidewalk  
abutting 524 MANFIELD ST.

I/We hereby request a review of the Order by the Board of Public Works for the following  
reasons: 20 DAYS IS NOT ENOUGH TIME. I AM DOING A FULL  
REMOVAL OF THE HOUSE. PLEASE GIVE ME 60 DAYS TO  
COMPLETE THE SIDEWALK.

I/We understand that the Board of Public Works may recommend increasing or deleting work included  
in the Order and that expiration of the 20 Day Notice period will be stopped upon the day this signed  
form is received in the Public Works Director's Office and may be resumed again after the Board of  
Public Works review.

Date: 8-18-15 Signed: [Signature]

Date: \_\_\_\_\_ Signed: \_\_\_\_\_

Received by Public Work Director's Office at \_\_\_\_\_ A.M./P.M. on \_\_\_\_\_,  
\_\_\_\_\_, 20 \_\_\_\_ and placed on the Board of Public Works agenda of  
\_\_\_\_\_, \_\_\_\_\_ 20\_\_\_\_, by \_\_\_\_\_.

Mailing Address

Todd M. Berg  
Senior Engineering Technician  
City of Chippewa Falls  
30 West Central Street  
Chippewa Falls, WI 54729

OF THE  
\_\_\_ OF \_\_\_\_\_, WISCONSIN

\_\_\_\_\_, 19\_\_

Resolution No. \_\_\_\_\_

**A RESOLUTION DECLARING OFFICIAL INTENT  
TO REIMBURSE EXPENDITURES**

WHEREAS, the \_\_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_ County, Wisconsin (the "\_\_\_\_\_") intends to incur and pay, or has incurred and paid, capital expenditures aggregating approximately \$ \_\_\_\_\_ (the "Capital Expenditures") for the property, project or program described on the attached Exhibit A, which is hereby incorporated herein by this reference and made a part hereof to the same extent as if set out in full herein (said property, project or program is hereinafter referred to as the "Project"); and

WHEREAS, payment of the Capital Expenditures will be, or has been, financed, in whole or in part, on an interim basis from moneys other than proceeds of a borrowing (collectively, the "Temporary Advances"); and

WHEREAS, it is reasonably expected that the Temporary Advances will be reimbursed with the proceeds of one or more borrowings not later than 18 months after the later of (i) the date on which the first Capital Expenditure financed by a Temporary Advance was paid, or (ii) the date on which the Project is placed in service or abandoned (but in no event more than 3 years after the date on which the first Capital Expenditure financed by a Temporary Advance was paid); and

WHEREAS, except for architectural, engineering and similar preliminary expenditures incurred prior to the acquisition or commencement of construction of the Project (but not including land acquisition, site preparation and other similar costs incident to the acquisition or commencement of construction of the Project), this Resolution is being adopted prior to or within 60 days after the payment of the first Capital Expenditure financed by a Temporary Advance;

NOW, THEREFORE, BE IT RESOLVED, by this \_\_\_\_\_, that the \_\_\_\_\_ hereby declares its official intent for purposes of Treasury Regulation Section 1.150-2 to reimburse the Capital Expenditures for the Project financed by Temporary Advances with the proceeds of one or more borrowings, the maximum aggregate principal amount of which is not expected to exceed \$ \_\_\_\_\_.

\* \* \* \* \*

Adopted: \_\_\_\_\_, 19 \_\_\_\_\_

[Mayor] [ \_\_\_\_\_ ]

[Approved: \_\_\_\_\_,19\_] ]

[Clerk] [ \_\_\_\_\_ ]

EXHIBIT A

Description of Property, Project, or Program



**CERTIFICATIONS BY [CLERK][ ]**

I, \_\_\_\_\_, hereby certify that I am the duly qualified and acting [Clerk][ ] of the \_\_\_\_\_ of \_\_\_\_\_ County, Wisconsin (the " \_\_\_\_\_ ") and as such I have in my possession, or have access to, the complete corporate records of the \_\_\_\_\_ and of its \_\_\_\_\_ (the "Governing Body") and that attached hereto is a true, correct and complete copy of the resolution (the "Resolution") entitled:

**A RESOLUTION DECLARING OFFICIAL INTENT  
TO REIMBURSE EXPENDITURES**

I do hereby further certify as follows:

1. **Meeting Date.** On the \_\_\_\_ day of \_\_\_\_\_, 19\_\_, a meeting of the Governing Body was held commencing at \_\_\_\_ .m.

2. **Posting.** On the \_\_\_\_ day of \_\_\_\_\_, 19\_\_ (and not less than 24 hours prior to the meeting), I posted or caused to be posted at the \_\_\_\_\_'s offices in \_\_\_\_\_, Wisconsin a notice setting forth the time, date, place and subject matter (including specific reference to the Resolution) of said meeting.

3. **Notification of Media.** On the \_\_\_\_ day of \_\_\_\_\_, 19\_\_ (and not less than 24 hours prior to the meeting), I communicated or caused to be communicated, the time, date, place and subject matter (including specific reference to the Resolution) of said meeting to those news media who have filed a written request for such notice and to the \_\_\_\_\_'s official newspaper.

4. **Open Meeting Law Compliance.** Said meeting was a [regular][special] meeting of the Governing Body that was held in open session in compliance with Chapter 19 of the Wisconsin Statutes and any other applicable local rules and state statutes.

5. **Members Present.** Said meeting was duly called to order by the \_\_\_\_\_ (the "Presiding Officer"), who chaired the meeting. Upon roll I noted and recorded that there were \_\_\_\_ members of the Governing Body present at the meeting, such number being a quorum of the Governing Body.

6. **Consideration of and Roll Call Vote on Resolution.** Various matters and business were taken up during the course of the meeting without intervention of any closed session. One of the matters taken up was the Resolution. A proper quorum of the Governing Body was present for the consideration of the Resolution, and each member of the Governing Body had received a copy of the Resolution. All rules of the Governing Body that interfered with the consideration of the Resolution, if any, were suspended by a two-thirds vote of the Governing Body. The Resolution was then introduced, moved and seconded, and after due consideration, upon roll

call, \_\_\_\_\_ of the Governing Body members voted Aye, \_\_\_\_\_ voted  
Nay and \_\_\_\_\_ Abstained.

**7. Adoption of Resolution.** The Resolution was supported by the affirmative vote of a majority of a quorum of the members of the Governing Body in attendance. The Presiding Officer then declared that the Resolution was adopted, and I recorded the adoption of the Resolution.

**[8. Approval of Presiding Officer.** The Resolution was approved by the Presiding Officer on \_\_\_\_\_, 19\_\_, and I have recorded such approval. Such approval is evidenced by the signature of the Presiding Officer on the copy of the Resolution attached hereto.]

IN WITNESS WHEREOF, I have signed my name and affixed the seal of the \_\_\_\_\_ hereto on this \_\_ day of \_\_\_\_\_, 19\_\_.

[Clerk] [ \_\_\_\_\_ ]

[Seal]

RESOLUTION DECLARING OFFICIAL INTENT  
TO REIMBURSE EXPENDITURES  
FROM PROCEEDS OF BORROWING

WHEREAS, \_\_\_\_\_  
County, Wisconsin (the "Municipality") plans to undertake the  
(the "Project") ; and

WHEREAS, the Municipality expects to finance the Project on  
along-term basis by issuing tax-exempt bonds or promissory  
notes (the "Bonds"); and

WHEREAS, because the Bonds will not be issued prior to  
of 20, the municipality must provide interim  
M  
financing to cover costs of the Project incurred prior to receipt  
of the proceeds of the Bonds; and

WHEREAS, it is necessary, desirable, and in the best interests  
of the Municipality to advance moneys from its funds on hand on an  
interim basis to pay the costs of the Project until the Bonds are  
issued.

NOW, THEREFORE, BE IT RESOLVED by the \_\_\_\_\_  
of the Municipality, that:

Section 1. \_\_\_ Expenditure of Funds. The Municipality shall make  
expenditures as needed from its funds on hand to pay the costs of  
the Project until Bond proceeds become available.

Section 2. \_\_\_ Declaration of Official Intent. The  
Municipality hereby officially declares its intent under Treas.  
Regs. Section 1.150-2 to reimburse said expenditures with proceeds  
of the Bonds, the principal amount of which is not expected to  
exceed \$ \_\_\_\_\_

Section 3. Unavailability of Long-Term Funds. No funds for  
payment of the Project from sources other than the Bonds are,

or are reasonably expected to be, reserved, allocated on a long term basis, or otherwise set aside by the Municipality pursuant to its budget or financial policies.

Section 4. Public Availability of Official Intent  
Resolution. This Resolution shall be made available for public  
inspection at the \_\_\_\_\_'s office within 30 days  
after its approval in compliance with applicable State law  
governing the availability of records of official acts including  
Subchapter II of Chapter 19, and shall remain available for public  
inspection until the Bonds are issued.

Section 5. Effective Date. This Resolution shall be effective  
upon its adoption and approval.

Adopted and recorded \_\_\_\_\_, 20\_\_.

Approved \_\_\_\_\_, 20\_\_.

(SEAL)

ATTEST:

## AUTHORIZED REPRESENTATIVE RESOLUTION

### ENVIRONMENTAL IMPROVEMENT FUND

An authorized representative resolution is required as part of an application for Environmental Improvement Fund (EIF) assistance. We recommend that the municipality authorize a person by "title" rather than by "name" so a newly elected official would already be authorized to act on behalf of the municipality. Below is an example of an authorized representative resolution.

#### RESOLUTION EXAMPLE

RESOLUTION #(number)

By: (governing body)

AUTHORIZED REPRESENTATIVE TO FILE APPLICATIONS  
FOR FINANCIAL ASSISTANCE FROM  
STATE OF WISCONSIN ENVIRONMENTAL IMPROVEMENT FUND

WHEREAS, it is the desire of the **(name of municipality)**, Wisconsin, a municipal corporation, to file several applications for state financial assistance for its **(type of facility)** facilities under the Wisconsin Environmental Improvement Fund (ss. 281.58, 281.59, 281.60, and 281.61, Wis. Stats.);

WHEREAS, it is necessary to designate a representative for filing said applications;

BE IT THEREFORE RESOLVED by the **(governing body)** of the **(name of municipality)** that the **(title of municipal official)** is hereby appointed as the authorized representative for the **(name of municipality)** for the purpose of filing these applications, and that the representative is further authorized and empowered to do all things necessary in connection with said applications.

Adopted the **(day)** day of **(month)**, **(year)**

**(Name of Municipality)**  
**(Name of County)**, WISCONSIN

**(signature)** \_\_\_\_\_  
**(Municipal Official Name and Title)**

Attest: **(signature)** \_\_\_\_\_  
**(Name and Title)**

Date: **(date)** \_\_\_\_\_

