

TOWN OF LAFAYETTE

County of Walworth

State of Wisconsin

December 11, 2023

LaFayette Town Hall – W4614 Potter Rd

TOWN BOARD SPECIAL MEETING MINUTES

Chair Steffen opened the Regular Town Board meeting at 5:00 pm.

Roll Call, Open Meeting Compliance Check

Present: Derek Steffen (Chair), A G. Shaw (Supervisor I), Greg Reesman (Supervisor II); Quorum Met

Staff present: Cairie Virrueta (Clerk-Treasurer)

Clerk affirmed the notice of the meeting was done in accordance with Wisconsin Open Meeting laws.

Town Hall Bid Package and Timeline for Bidding and Contract Awarding

Supervisor Reesman said the project manual is ready but would need the dates adjusted to reflect the dates the ad will run. Insurance requirements were revised to reflect Wisconsin standards. The proposed ad was discussed, and minor changes made to it; it will run for two weeks in the newspaper. The Town’s insurance will provide builder’s risk on the construction. Per Wisconsin Statutes, the town can retain 5% of payment requests, up until the contractor submits for half of the work. Payments are due the 1st Tuesday of each month for the previous month.

Motion to approve the contract for the Town Hall Bid Package.

Shaw/Reesman Roll call vote: Shaw, aye; Reesman, aye; Steffen, aye. Motion carried

Motion to approve the ad for bids subject to the changes discussed.

Steffen/Reesman Voice vote; motion carried 3:0.

Adjourn

Motion to adjourn at 5:32 p.m.

Steffen/Reesman Voice vote; motion carried 3:0.

Respectfully submitted,

Cairie L. Virrueta