

**NOTICE IS HEREBY GIVEN** that a special meeting of the Millpond Dam Committee of the Village of Neosho shall be held on **TUESDAY, SEPTEMBER 19, 6:00 p.m.**, at the Neosho Village Hall, 210 S. Schuyler Street, Neosho WI.

The village hall is handicap accessible.

**TUESDAY, SEPTEMBER 19, 6:00 P.M.**

1. Roll Call.
2. Approval of September 12 Minutes.
3. Timeline review.
4. Action item list review.
5. Engineering report/company.
  - a. Review list of engineering companies.
  - b. Create and review letters .
  - c. New engineering company to be hired. Create list of candidates and contact.
6. Grants – information gathering.
7. Emergency action plan – updates needed.
  - a. Review of scanned document.
8. Contractors –
  - a. Review list of contractors.
  - b. Contact to determine if qualified and would be interested in bidding.
9. Fundraising.
10. Q&A. New business.
11. Determine next meeting date, time, and agenda items.

Adjournment.

**Any additions or corrections will be posted at the Village Hall.**

*/s/ Deanna Braunschweig, Village Clerk-Treasurer*

Any person who has a qualifying disability as defined by the American's With Disabilities Act, that requires the meeting or materials at the meeting to be in an accessible location or format must contact the Clerk-Treasurer at the village hall at 920-625-3086 at least one day prior to the meeting so that any necessary arrangements can be made to accommodate each request.

It is possible that members of or a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information. No action will be taken by any other governmental body except by the governing body noticed above.

## **MEETING OF THE VILLAGE of NEOSHO MILLPOND DAM COMMITTEE     September 12, 2023**

Chair Desmore called the Village of Neosho Millpond Dam Committee to order at 6:00 p.m. Present were Desmore, Rodriguez, Mintzloff, Spudich, and Reynolds.

Members Mintzloff, Reynolds, and Spudich were sworn in.

Mintzloff is the dam technical expert. Reynolds has experience with contractors. Spudich is representing the pond association.

### **Recap of dam project YTD.**

Chair Desmore gave history of the dam project. Kunkel had been hired to complete the Dam Inspection. Village President Oldenhoff had worked with Kunkel Engineering for completion. The inspection is to be completed by December of 2025.

The Kunkel Engineering report has been reviewed. Desmore contacted several companies for the work. Drax reviewed and came out that day to inspect the dam and said the inspection was incomplete due to the trunnion pins. The Village President followed up with Kunkel and there has been limited communication.

### **Timeline Review.**

The Dam Repair Project timeline was then reviewed.

### **Action Item list Review.**

The Emergency Action Plan is obsolete and needs updated by December 2023. The current plan is from July of 2013. Desmore continued that a DNR permit is needed. A bid packet needs to be posted. All completed by September 30, 2025. Discussion ensued of a required DNR Permit.

### **Engineering Report / company.**

Reynolds commented that a professional engineer is needed and a consultant would take care of the permitting process, and bid packet.

Desmore clarified that the objective of the committee is to gather information and report to the Village Board. The Village Board approves action items.

Mintzloff commented that special Village Board meetings may be required.

Discussion ensued that Drax was quite responsive.

Discussion ensued of the consultant, engineering firm, and the responsibilities of the consultant, engineering firm. The engineering firm needs to give recommendations of what needs to be completed.

Discussion ensued of the consultants / engineers list from the DNR site.

Discussion ensued to put a list of consultants/engineers together.

Discussion ensued of State Association of Dam Safety officials. Send letters to at least six.

Mintzloff had history of the Village working with Robert R. Davis, PE. Water Management Engineer – Bureau of Watershed Management Division External Services. 608-275-3316; [Robert.davis@wisconsin.gov](mailto:Robert.davis@wisconsin.gov)

Discussion ensued of evaluating the cost. A letter needs to be sent out to the companies.

The Drax representative is not an engineer.

The Kunkel Engineering report specifically shows the concrete apron is in good shape; however, it does point out concrete problems.

Discussion ensued that Kunkel will not work with the Village.

Discussion ensued that clarification of the concrete issues is needed.

Discussion ensued of the report and will a contractor work with an existing report.

Discussion ensued of a site inspection.

Discussion ensued of hiring a professional engineer for the project.

At the next meeting Reynolds will have a list of contractors / engineers.

Each member is to create a letter for sending to the engineering companies, based on qualifications of selecting a consultant.

### **Grants – Information Gathering**

Discussion ensued of the grants on the DNR site and innovation grants.

Discussion ensued of deadlines and required site.

### **Fundraising**

Desmore commented on banners for the bridge and boat launch. Desmore commented to make a sign and banners. Desmore wants to have a gofundme account as a fundraising account for the dam.

Discussion ensued of a sponsorship from the Pond Association for fundraising and to use advertising.

Discussion ensued of going door to door with a flyer.

Mintzlaff will come up with a paragraph for the tax bills.

Discussion ensued to contact Grota of what the property would be if the Village did not have the dam.

Discussion ensued of the fees, and the public interpretation of the expenditure.

Discussion ensued to reach out to Ridge and Valley for the Snowmobile Races and fundraise at the races or at On the Rocks.

Discussion ensued of contaminated soil if the pond is drained. What are the overall implications of draining and clean up.

Discussion ensued of a referendum and the need for funding.

The next meeting is Tuesday, September 19<sup>th</sup> at 6 pm.

Same agenda without #1 and #2 and include the Create Letter.

Reynolds will follow up with area dams for additional information.

Spudich reported from Andy Key at the bank that gofund me will take 2.9% and .3 on the dollar.

Discussion ensued of fundraising ideas.

**Motion (Rodriguez/Mintzlaff) to adjourn at 7:32 pm. Motion carried unanimously.**

Respectfully Submitted,

Deanna Braunschweig, Clerk-Treasurer

## Neosho Dam Repair Project

Steps		Start	End	% Complete	Notes
Field Inspection Report		7/12/2022		80	further inspection needed & updated documents
Creat list of eng. firms and invite to bid		9/12/2023		5	
Contract with new engineering firm				0	
Budget				0	
Emergency Action Plan Review		8/9/2023		25	submit completed plan to committe
Submit to DNR Emergency Action Plan & Inspection Operating Manual				0	submit to DNR, <b>due 12/31/23</b>
Dam failure analysis					submit to DNR, <b>due 12/31/24</b>
DNR Permit				0	
Create bid proposal		2/1/2024		0	
Post Bid		12/1/2024		0	
Hire Contractor		2/1/2025		0	
Contractor perform work		spring 2025		0	goal is to have all work completed by summer 2025
Drop dead date		Sept. 30 2025			
Action Items	Owner	Start	End	% Complete	Notes
Kunkel Engineering	Chris	8/9/2023	9/7/2023	100	Kunkel unresponsive regarding questions on the inspection report. Village to hire a new engineering company
Emergency Action Plan	Mike W.	8/9/2023		0	review and update as needed
Additional pictures of dam	Chad	8/9/2023	8/28/2023	100	trunnion pins. Pics sent to Liz who forwarded to Draxco for review
Proposed list of Engineering Consultants	Marty	9/13/2023		25	Marty was on the DNR website and has a list of all in WI. Will review and suggest 6 to committee and board
Fundraising	Joe	9/13/2023		50	Pond assoc. dam fund and sponsor/create gofundme account
Create electronic copy of Emergency Action Plan	Deanna	9/13/2023		75	scan and send to Liz/Jen
Paragraph for Rubican yearly tax mailer	Chad	9/13/2023		0	few sentences to discuss dam repair and request donations. Village of Neosho to ask Rubicon to include in tax info packet
Report additional finding to DNR	Liz	9/13/2023	9/14/223	100	Draxco did not contact the DNR. Requested the village do so
Grants	Joe/Deanna	9/13/2023			Look iton grant options, requirements and timelines for submission