

**NOTICE IS HEREBY GIVEN** that a regular meeting of the Village Board of the Village of Neosho shall be held on **THURSDAY, April 4, 6:30 p.m.** at the Neosho Village Hall, 210 S. Schuyler Street, Neosho WI.

The village hall is handicapped accessible.

**AGENDA**

- Call to Order/ Pledge of Allegiance to the Flag.
  - Roll Call.
  - Adoption of minutes of March 7, March 12 and March 21. Minutes are posted on the Village Website in the April 4 Packet.
  - Public Comment. Any person recognized to speak under Public Comments limited to a period of 3 minutes, unless otherwise authorized by the Village President or presiding officer.  
Please complete the public comment card.
  - President Report.
  - Approval of Financial Report with Comparisons and Payment of Bills.
  - Fire & EMS Report.  
Statistical Report with Incidents including Training Exercises.  
Status of Equipment.
  - Police Dept. Report.
  - Cemetery Sexton Report.
  - Property Maintenance / Weed Commission Village Board Report.
    - 124 E Lehman Street.
    - 234 Milwaukee Street.
    - 412 S Schuyler Street
  - Clerk-Treasurer's Report.
    - 2024 Election Report.
    - Open Book and Board of Review. Open Book, April 24 from 9 – 11 am and Board of Review May 20 from 6-8 pm.
- DPW Report - Activity Report, including equipment update.
- Park Rentals.
  - Approve Operator's Licenses for the following: None.

Discuss and/or ACT on the Following:

- Discussion with possible action on Amending Resolution 02-27-2024-01, Authorizing Resolution for Participation in the Department of Natural Resources Municipal Dam Grant Program, naming Dam Committee Chairperson and Trustee, Elizabeth Desmore as authorized Representative.
- Discussion with Possible Action on Amending Floodplain Ordinance.
- Discussion with Possible Action on findings of Box Culvert North of Dam on STH 67, meeting of DOT and DNR.
- Discussion with Possible Action on dam failure analysis report and emergency action plan.
- Discussion of dam grant status and possible action.
- Status update of stop logs with possible action.
- Discussion of pond dam status update.
- Discussion with Possible Action on State Municipal Financial Agreement for a State Let Highway Project, State Highway 67, in an amount not to exceed \$50,000, replacement of sidewalk curb ramps where necessary to meet ADA compliance requirements. This project is slated for 2030.
- Discussion with possible action of the Village reimbursing the Fire Department for equipment purchase of October 2023, in an amount not to exceed, 32,000; 2013 Ford E450, 2009 Fore E450; and Motorola Pagers.
- Discuss/Approve **Resolution 04072024-01** “Appointment of Members to the Board of Review.”
- Discussion with possible action on tree donation from Mark Mente, to be planted in the ballpark.
- Discuss/Approve Six Month Class “B” Malt Beverage License for Neosho Rockets Baseball Team.

Adjournment.

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 BOARD OF NEOSHO**

**March 7, 2024**

President Oldenhoff called the regular meeting of the Village Board of the Village of Neosho to order at 6:40 p.m. Present were President Oldenhoff, Rodriguez, Weynand, and Desmore.

### **Adoption of the February 1 and February 27, minutes.**

**Motion (Weynand/Rodriguez) to approve the minutes, include the dollar amount in dam grant application. Motion Carried unanimously.**

### **Public Appearance and Comments.**

Mark Mente commented he would give tree donation to the ballpark, four nice maple trees. Mark Mente commented on the other school referendums and the communication. He commented on other school additions and if there were levy increases associated with the additions.

Michael LaCrosse commented on 234 Milwaukee Street.

### **President Report.**

President Oldenhoff commented on property maintenance ordinances.

### **Approval of Financial Report with Comparisons and Payment of Bills.**

Motion (Rodriguez/Desmore) to approve the financial report with bills. Motion carried unanimously.

### **Fire & EMS Report**

Fire Chief Chapman read the Fire Report. March 29<sup>th</sup> from 4-11 is the Fish Fry. Tool Raffle is in April with 32 prizes.

### **Police Department Report.**

The Police Statistics Report was read by Police Chief Linzenmeyer.

### **Cemetery Sexton Report.**

Trustee Desmore reported no report.

### **Property Maintenance / Weed Commission Village Board Report.**

124 E Lehman Street, is in REM and Bankruptcy no change.

234 Milwaukee Street. The Police Department has issued citations and this has been in court.

Abatement process / procedure would be easier to use.

412 S Schuyler Street, No Change, No Report.

### **Clerk – Treasurer Report.**

Tax Collections. Tax Collections ended on Wednesday. The grace period ends on February 7<sup>th</sup>.

Waiting for the February settlements from the County. January checks were sent to the taxing jurisdictions.

2024 Election Report.

The next Election is on April 2<sup>nd</sup>.

Memorials.

Clerk Braunschweig asked the board to consider, and think of memorials for Butch. Mark Mente offering to donate maple trees in the park.

Open Book and Board of Review.

The assessor is requesting Open Book, as April 24 from 9 – 11 am and Board of Review as May 20 from 6-8 pm

Discussion ensued of training prior to the meeting. All will go through training prior to the meeting. Clerk Braunschweig is an approved trainer.

**DPW Report.**

No Report.

**Park Rentals.**

There is one rental on June 29. June 1 for Carpfest.

**Approve Operator's Licenses for the following:** Corey Schrader, Brittany Kullas-Station Neosho.

**Motion** (Rodriguez/Weynand) to approve as presented. Motion carried.

**Discussion with Possible Action, Brian Butch Memorial.**

Discussion ensued of a rock, birdfeeder. The pond association has a bench.

Motin (Oldenhoff/Rodriguez) to approve the installation of the bench as donated by the Pond Association. The bench will be attached to a concrete slab. Motion carried unanimously.

**Discussion with possible action, approval of Alex Braunschweig, Assistant Chief; with swearing in.**

Motion (Rodriguez/Oldenhoff) approve Alex Braunschweig, Motion carried unanimously. Braunschweig was sworn in.

Discussion with possible action Dodge County EMS Association Mutual Aid Pact.

Motion (Rodriguez/Oldenhoff) to approve Dodge County EMS Association Mutual Aid Pact. Motion carried unanimously. This is basically a MABIAS with EMS.

Discussion with possible action of the Village reimbursing the Fire Department for equipment purchase of October 2023, in an amount not to exceed, 32,000; 2013 Ford E450, 2009 Fore E450; and Motorola Pagers.

The Fire Department Fund was to purchase the equipment and then sell some of the equipment as purchased from Lake Mills. Previously the agreement was for the Fire Department to sell equipment to offset the purchase.

Fire Chief Chapman reported that the Fire Department has a truck committee that is recommending the sale of the 2009 truck rather than the 2001 truck, because the 2009 is worth more than the 2001.

Fire Chief Chapman reported that instead of selling the stryker bed, the Fire Department will keep the bed and then rent or lease the newer ambulance to the City of Hartford as they are building a new facility.

The cot in the 2009 ambulance and cot would be sold.

The 2009 was going to be the utility vehicle or transporting vehicle. Now that has changed to using the 2001 as a utility vehicle and selling the 2009.

The Fire Service completed DOT inspections and the 2001 would not pass the DOT inspection and could not be sold to other agencies to be used as a transporting vehicle.

The Village will use the 2013 for first responder.

The 3162 pumper truck will be sold. It will be placed on Wisconsin Surplus.

The 2013 has the stryker bed. The stryker bed will stay in this vehicle for possible rent or lease to Hartford when they are in their new station. Discussion ensued of selling now rather than waiting. The 2013 with the stryker bed is in service and has been utilized on calls. If the 2013 is rented / leased to Hartford the Village of Neosho will use the brush truck as the first responder truck.

The 2009 has a power cot but not the power load system. The 2009 was discussed for possible selling. The 2009 with the ferno cot, could be auctioned for at least \$20,000 or as much as \$90,000 as reported by the Fire Department Chief and or Assistant Fire Chief.

The pumper truck that has been setting outside also needs to be sold; and the Fire Department reported that an estimate sale price is \$2,000 and would be worth more scrapping it.

Motion (Weynand / Rodriguez) to Postpone motion to April. Motion carried unanimously.

**Discussion with possible action on Fire Service, Inc. quote for repair of Fire Department Equipment in an amount not to exceed, \$38,965.35.**

Previous years was a pump test only, not a DOT report. The Fire Chief reported that he did not receive a report showing the failure. He is only requesting the out of service items. They were under the impression that the previous company was completing the full inspection. The Fire Department received letter stating that the equipment should not be on the road until repaired. The labor is \$965 per item and could be combined. The total of the out of service items are \$15,558. Motion (Rodriguez/Desmore) Postpone until April. in an amount not to exceed \$16,000. Motion carried unanimously.

**Discussion with possible action bid for mowing Village Property.**

Motion (Rodriguez/Desmore) to approve Look Lawn Service. Motion carried unanimously.

**Discussion with possible action, Building Permit Fees.**

Motion (Weynand/Rodriguez) to approve building permit fee schedule. Motion carried unanimously.

**Discussion with possible action Certified Survey Map – Split of tax key, Parcel 161-1017-2033-024.**

The property owner had inquired about a split CSM but has not delivered a recordable CSM. Motion to (Oldenhoff/Rodriguez) postpone until the recordable document is received for review and approval. Motion carried unanimously.

**Discussion with possible action of weight limits on roads in the Village.**

Motion to move to May with structure of weights for 2025.

**Discussion with possible action on Surface Drainage Structures Questionnaire.**

Motion (Rodriguez/Weynand) to approve the County reviewing and inspecting and reporting for the Village. Motion carried unanimously.

**Review and Discussion of Property Maintenance Ordinance with possible updates.**

Discussion ensued to review the Cudahy ordinance. Police Chief has highlighted the Cudahy Ordinance and reviewed what needs to be added to the Village Ordinance. Motion (Oldenhoff/Desmore) to postpone to the April meeting Cudhay. Motion carried unanimously.

**Neosho Pond Dam Status Update.**

Roth wants to go over the dam inspection findings and dam grant, and dam failure analysis in a separate meeting. The grant was submitted on time.

The Village needs to provide the resources, sand, gravel, concrete, pump and cyphens for the emergency action plan.

Motion to adjourn (Rodriguez/Oldenhoff) 8:30 p.m. Motion carried.

Respectfully Submitted,  
Deanna Braunschweig, Clerk-Treasurer



**JOINT MEETING OF THE VILLAGE BOARD OF NEOSHO AND TOWN OF RUBICON**

**March 12, 2024**

A Joint meeting with Town of Rubicon and Village of Neosho was held in the Town of Rubicon. Present were President Oldenhoff, Rodriguez, Weynand, and Desmore. Town of Rubicon present: Gutschenritter, Schnorenberg, Gehring, Schmitt, and Whitbeck. The meeting was called to order at 6 p.m.

Informational Dam Update.

Trustee Desmore gave an update of the Neosho Dam and possible expected repairs. Discussion ensued of the grant and associated possible costs.

Discussion and introduction of Possible Shared Services, Innovation Grant, and Possible Special Charges.

Discussion ensued of possible shared services of such as building inspections, snow plowing. The subject of shared services was discussed and introduced. The Town of Rubicon's comments included that they were a separate entity from the Village.

Motion to adjourn (Rodriguez/Oldenhoff) 6:45 p.m. Motion carried.

Respectfully Submitted,  
Deanna Braunschweig, Clerk-Treasurer

## MEETING OF THE VILLAGE BOARD OF NEOSHO

March 21, 2024

President Oldenhoff called the regular meeting of the Village Board of the Village of Neosho to order at 6:40 p.m. Present were President Oldenhoff, Rodriguez, Weynand, and Desmore.

Also present Chad Mintzlaff, Joe Spudich, Martin Reynolds and Assistant Police Chief Linzenmeyer. Linda Mente, Mark Mente, Jane and John Ashenbrunner

- Robert J. Roth, P.E. of Roth Engineering, Presentation of the Neosho Dam Inspection Findings, Grant Application, and Emergency Action Plan. Neosho Dam Update.

Trustee Desmore introduced Robert J. Roth, P.E. of Roth Engineering to Present the Neosho Dam Inspection Findings, Grant Application and Emergency Action Plan with a Neosho Dam Update.

This is a unique situation as this is a solid structure dam, with a tainter gate or radial gate. The last project was 1994 and they extended the dam to the bridge deck and concrete repairs. The nature of this site is that the dam is below the bridge deck. The prior engineer was non-responsive. This is considered a low hazard dam and the inspection frequency is every 10 years as required by the DNR.

Roth came out in October and noticed items for inspection or action because the degradation of the concrete. The structural degradation and exposure of the concrete is into the aggregate and has accelerated over time.

The pictures from 2021 report appeared that the concrete degradation was not on that report or in the pictures. Roth came out in October of 2022 and took pictures and saw the concrete degradation.

The dam needs to be worked on not just for compliance but for safety. Reasonable structural in place and sound. Roth pointed out there the degradation and failure of the concrete. Roth commented that acceleration of inspections is needed with a high level of scrutiny.

Looking at 50 year-old concrete with 1994 surface repair. The concrete that is not exposed could be in better shape.

The DNR grant took the position to remove the gate and inspect it and repair or replace as needed.

Could sandblast and recoat. May need the stop logs during this time. A new gate may be needed in the worst case scenario.

Roth has walked the weirs. This is a rock dam surfaced with concrete. The rock wall was covered and sloped. There are dips in concrete that are solvable and minor non-conformity. The major discovery was the North Millrace where water went into an old Millrace. The stop logs are function but significantly bowed. The lake would likely be drained if this goes.

Concrete repair / replacement, stop log system, rip rap, are eligible for DNR funding of potentially 50%. The grant was opened two years ago and had not been open in a decade.

The key elements of a grant are here, the need, a story and quite a bit of importance.

Power controls were included in the grant.

It was reported that there have been jams. If not power operated, could be a cat walk system.

Looking at rebuilding the concrete, repair the north mill race and repairs to the rock dam weir.

We are at the beginning stages of the two-year time frame.

The DNR requires a dam failure analysis. This has not been completed.

Also, the DNR required Emergency Action Plan has been submitted and will be updated. The DNR required Inspection Operation and Maintenance Plan needs to be completed, implemented, and reviewed.

The announcement will be in May or June. The submittal of plan and specs and repairs will be at the end of the year. The DNR will review in early 2025 to bid and procure.

A representative of the Wisconsin DNR came to the Village and viewed the dam operation on March 20, 2024.

Contractors indicated that the cost and lead time are large in range. Materials are available. Rodney and Hunt is a known vendor. A new gate could be six months to a year.

Discussion ensued of the bidding process allowing for alternate bids within the base bid to minimize change orders.

Discussion with Possible Action, Purchase of Dam Stop Logs.

Will from the DNR, Chad Minztlaff, Trustee Desmore, Rob Roth viewed the dam on March 21. The DNR viewed the dam on March 21. The DNR required stop logs.

The Village may draw down on the lake, meaning there is no lake and it stays that way until repaired.

The Village may purchase stop logs.

The Village may draw down, install stop logs, and the dam can stay that way until the inspection and repair.

Then the DNR can view the operation of the dam with stop logs.

Regular inspections of the dam and regular communication to the DNR.

Guidelines to the stop logs have been provided. The expenditure is expected to be between \$800 to \$1,000.

Kettle Moraine has in stock and they would be delivered.

The plume has stop logs but they are thinner, and bowed.

Reynolds commented that fiberglass is another option.

Motion (Oldenhoff/Rodriguez) to approve the purchase of 30 stop logs in an amount not to exceed, \$1,000, size is approximately 3x4; 10 foot. Motion carried.

Discussion ensued of stop log pick up, delivery, banding and coordination of purchase with DNR blessing.

- Possible questions after presentation.

Roth reported that this is more of a collaboration with the DNR to rule out potential failures.

The Village is locked into a project.

Discussion ensued of ownership of the dam.

Discussion ensued of the cost estimates of \$600,000 and the possibility of a wall for donors.

Discussion ensued of the metal fabricators in Hartford for local contractors. The high-level design would come from Roth. A company in their bid would provide shop drawings of that next level of engineering. The bids are approved by the DNR. Oldenhoff commented on metal providers that could supply donations of metal.

Reyolds commented on power operations and motor operator. Weynand reported that this was discussed as an option in 1994.

Discussion ensued of costs of dam removal.

Discussion ensued that the Village Board will hold special meetings as needed.

Discussion ensued of those that live on the pond in Rubicon funding.

There is a possible donation dam fund.

City of Hartford has offered their pump and cyphon for use.

Motion (Rodriguez/Weynand) to Adjourn at 8:00 pm. Motion carried.

# **NEOSHO/RUBICON/ASHIPPUN POLICE DEPARTMENT**

210 South Schuyler Street PO Box 208 Neosho, WI 53059 (920) 625-3284 Fax: (920) 625-2716 E-Mail: [department@neoshopolice.org](mailto:department@neoshopolice.org)

## **April, 2024 BOARD REPORT**

For the month of March our enforcement consisted of traffic warnings, speed citations, ordinance violations and building/bar checks.

In addition, some of the complaints we responded to consisted of:

- **(3) Animal complaints**
- **Noise complaint**
- **Injury accident**
- **Drugs**
- **ATV complaint**
- **Fraud/ID theft**
- **Suspicious complaint**
- **Paper service**
- **Trespass**
- **Intoxicated driver**
- **Contact reference junk on property**

**Thank you.**

**Chief Linzenmeyer**

**Neosho/Rubicon/Ashippun Police Department**



**STATE/MUNICIPAL FINANCIAL  
AGREEMENT FOR A STATE- LET  
HIGHWAY PROJECT**

Date: March 29, 2024  
I.D.: 3030-05-05/ -75  
Road Name: STH 67  
Title: Oconomowoc – Mayville  
Limits: CTH MM to STH 60  
County: Dodge  
Roadway Length: 4.0 miles

The signatory **Village of Neosho**, hereinafter called the Municipality, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to initiate and affect the highway or street improvement hereinafter described.

The authority for the Municipality to enter into this agreement with the State is provided by Section 86.25(1), (2), and (3) of the Statutes.

**NEEDS AND ESTIMATE SUMMARY:**

**Existing Facility - Describe and give reason for request:** STH 67 is a minor arterial with an urban section in the Village of Neosho. Parking is allowed between Riverview Drive and Milwaukee Street on the west side of the road. The roadway pavement is deteriorated with extensive alligator cracking.

**Proposed Improvement - Nature of work:** Replace the pavement. Replace sidewalk curb ramps where necessary to meet ADA compliance.

**Describe non-participating work included in the project and other work necessary to finish the project completely which will be undertaken independently by the municipality:** Removing and placement of pavement utilized for parking.

**TABLE 1: SUMMARY OF COSTS**

<b>Phase</b>	<b>Total Est. Cost</b>	<b>Federal/State Funds</b>	<b>%</b>	<b>Municipal Funds</b>	<b>%</b>
Preliminary Engineering: Plan Development: 3030-05-05	\$ 375,000	\$ 375,000	100%	\$ -	
Real Estate Acquisition: Acquisition		\$ -	100%	\$ -	
<sup>1</sup> Construction: 3030-05-75 Roadway	\$ 5,300,000	\$ 5,300,000	100%	\$ -	
Parking	\$ 50,000	\$ -		\$ 50,000	100%
subtotal:	\$ 5,350,000	\$ 5,300,000		\$ 50,000	
<b>Total Cost Distribution</b>	<b>\$ 5,725,000</b>	<b>\$ 5,675,000</b>		<b>\$ 50,000</b>	

1. Estimates include 12% construction engineering.

This request shall constitute agreement between the Municipality and the State; is subject to the terms and conditions that follow (pages 3 – 4); is made by the undersigned under proper authority to make such request for the designated Municipality, upon signature by the State, upon fully executed signature of applicable State Municipal Maintenance Agreement and delivery to the Municipality. The initiation and accomplishment of the improvement will be subject to the applicable federal and state regulations. No term or provision of neither the State/Municipal Financial Agreement nor any of its attachments may be changed, waived or terminated orally but only by an instrument in writing executed by both parties to the State/Municipal Financial Agreement.

Signed for and in behalf of the <b>Village of Neosho</b> (please sign in blue ink)	
Name (print)	Title
Signature	Date
Signed for and in behalf of the <b>State</b> (please sign in blue ink)	
Name <b>Steve Flottmeyer</b>	Title <b>WisDOT Southwest Region Planning Chief</b>
Signature	Date

## TERMS AND CONDITIONS:

1. The Municipality shall pay to the State all costs incurred by the State in connection with the improvement which exceeds federal/state financing commitments or are ineligible for federal/state financing. Local participation shall be limited to the items and percentages set forth in the Summary of Costs table, which shows Municipal funding participation. In order to guarantee the Municipality's foregoing agreements to pay the State, the Municipality, through its above duly authorized officers or officials, agrees and authorizes the State to set off and withhold the required reimbursement amount as determined by the State from General Transportation Aids or any moneys otherwise due and payable by the State to the Municipality.
2. Funding of each project phase is subject to inclusion in an approved program and per the State's Facility Development Manual (FDM) standards. Federal aid and/or state transportation fund financing will be limited to participation in the costs of the following items as specified in the Summary of Costs:
  - (a) Design engineering and state review services.
  - (b) Real Estate necessitated for the improvement.
  - (c) Compensable utility adjustment and railroad force work necessitated for the project.
  - (d) The grading, base, pavement, curb and gutter, and structure costs to State standards, excluding the cost of parking areas.
  - (e) Storm sewer mains, culverts, laterals, manholes, inlets, catch basins, and connections for surface water drainage of the improvement; including replacement and/or adjustments of existing storm sewer manhole covers and inlet grates as needed.
  - (f) Construction engineering incidental to inspection and supervision of actual construction work, except for inspection, staking, and testing of sanitary sewer and water main.
  - (g) Signing and pavement marking necessitated for the safe and efficient flow of traffic, including detour routes.
  - (h) Replacement of existing sidewalks necessitated by construction.
  - (i) Replacement of existing driveways, in kind, necessitated by the project.
  - (j) New installations or alteration resulting from roadway construction of standard State street lighting and traffic signals or devices. Alteration may include salvaging and replacement of existing components.
3. Work necessary to complete the improvement to be financed entirely by the Municipality or other utility or facility owner includes the following items:
  - (a) New installations of or alteration of sanitary sewers and connections, water, gas, electric, telephone, telegraph, fire or police alarm facilities, parking meters, and similar utilities.
  - (b) New installation or alteration of signs not necessary for the safe and efficient flow of traffic.
  - (c) Roadway and bridge width in excess of standards.
  - (d) Construction inspection, staking, and material testing and acceptance for construction of sanitary sewer and water main.
  - (e) Provide complete plans, specifications, and estimates for sanitary sewer and water main work. The Municipality assumes full responsibility for the design, installation, inspection, testing, and operation of the sanitary sewer and water system. This relieves the State and all of its employees from the liability for all suits, actions, or claims resulting from the sanitary sewer and water system construction.



- (f) Parking lane costs.
  - (g) Coordinate, clean up, and fund any hazardous materials encountered for Municipality utility construction. All hazardous material cleanup work shall be performed in accordance to state and federal regulations.
4. As the work progresses, the Municipality will be billed for work completed which is not chargeable to federal/state funds. Upon completion of the project, a final audit will be made to determine the final division of costs.
  5. If the Municipality should withdraw the project, it shall reimburse the State for any costs incurred by the State in behalf of the project.
  6. The work will be administered by the State and may include items not eligible for federal/state participation.
  7. The Municipality shall, in cooperation with the State, assist with public relations for the project and announcements to the press and such outlets as would generally alert the affected property owners and the community of the nature, extent, and timing of the project and arrangements for handling traffic within and around the project.
  8. Basis for local participation:
    - (a) Roadway Construction (3030-05-75): As items are identified during the design phase that require cost participation or are ineligible for Federal/ State funding, this agreement will be amended to reflect those costs.

Parking: In accordance with Wisconsin Statutes 86.32(4) and WisDOT policy, the Municipality is required to pay 100% of the construction costs for that part of the state trunk highway on which parking is permitted. Payment will be actual cost for the parking lane area and will be made by the Municipality at the time of construction.

Comments and Clarification: This agreement is an active agreement that may need to be amended as the project is designed. It is understood that these amendments may be needed as some issues have not been fully evaluated or resolved. The purpose of this agreement is to specify the local and state involvement in funding the project. A signed agreement is required before the State will prepare or participate in the preparation of detailed designs, acquire right-of-way, or participate in construction of a project that merits local involvement.