



**MINUTES OF THE SPECIAL TOWN BOARD MEETING
OCTOBER 25, 2017**

1. **Call Meeting to Order, Pledge of Allegiance and Meeting Notice.** The meeting was called to order at 6:00 p.m. by Chairman Heidtke. The Pledge of Allegiance was recited. Posting of the meeting notice was confirmed by Clerk Oliver.
2. **Roll Call.** Chairman Ray Heidtke, Supervisors, Paul Huettl, Dan Kufahl, Robert Hartwig (arrived at 6:05) and Marcy Bishop were present. Also present was Town Clerk Julia Oliver.
3. **Approval of the Agenda.** Motion by Huettl, seconded by Bishop to approve the agenda. Motion carried.
4. **Resident Comment.** There were no comments.
5. **Workshop – Town Hall remodeling project.** Supervisor Kufahl provided a draft “invitation to bid” document. The document was reviewed, the bid due date will be November 15, 2017 at 4:00 p.m. and the bids will be opened at a Special Town Board meeting on November 16, 2017 at 6:00 p.m.. Following review project awards may be made by the Town Board. Clerk Oliver will publish the class two notice as required. A list of local contractors was provided to Clerk Oliver and she is directed to send the invitation to bid notice to each of them.

The architect plans and project manual were reviewed to see if there were any open items requiring discussion. Window manufacturers were discussed; it was decided that Anderson or similar quality windows will be used. Door and trim style as well as flooring options were discussed; flat (birch) doors and trim similar to what currently exists will be used. Heidtke and Kufahl will take the lead on the project.

6. **Adjournment.** Motion by Hartwig, seconded by Huettl to adjourn, Motion carried.

Respectfully submitted,

Julia Oliver, Town Clerk

Minutes Approved: _____

Next Resolution Number: J-17-003 Next Ordinance Number: J-17-002
