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CITY COUNCIL MEETING MINUTES

RE: Silver Lake Infrastructure Improvement Project
Silver Lake, Minnesota

Date of Meeting: January 20, 2026

Project Manager: Sam Fink, PE (Lic. MN, NE)
Project Engineer: Brody Bratsch, PE (Lic. MN)

Time of Meeting: 6:30 p.m.

SEH No.: SILAK 171969 16.03

Location of Meeting: Silver Lake Auditorium

Attendees:
City Council
City Staff
Sam Fink, SEH

I. Feasibility Report for Change Order 2

- A. Review Report dated January 20, 2026
- B. Public Hearing Resolution
 - 1. Resolution for receiving the report and calling public hearing is attached for consideration
 - a. **Approved.**
 - 2. Public hearing is proposed for next regular city council meeting on Tuesday, February 17, 2026, at the Silver Lake Auditorium, at 6:30 p.m.
 - 3. SEH will assist the City with giving mailed and published notifications for the public hearing.
- C. Open House
 - 1. SEH recommends that an Open House be held with residents adjacent to Change Order 2 prior to the public hearing.
 - 2. Discuss assessments and scope
 - 3. We'll send mailer invitations to residents.
 - 4. Proposed date and time(s):
 - a. Wednesday, February 4th at noon in the basement of Silver Lake Auditorium
 - b. Wednesday, February 4th at 6 p.m. in the basement of Silver Lake Auditorium
 - 5. **Council agreed with proposed date and time(s)**

II. Grant-Eligibility Review (TH 7 Scope Discussion)

- A. TH 7 Scope of Work
 - 1. During design, it was determined that water main should also be constructed along TH 7 to allow for direct water service connections for properties east of Lane Avenue (along with extending the sanitary sewer main for the same reason).
 - 2. SEH proposes two options for the sanitary and water main extensions on TH 7:
 - a. Option 1: Extend both sanitary and water mains to the **east** side of 714 TH 7
 - (1) This option was included in the feasibility report
 - b. Option 2: Extend both sanitary and water mains to the **west** side of 714 TH 7
 - (1) This option saves approximately \$80k of grant-eligible funds
 - 3. See attached plan sheet with markups outlining Options 1 and 2

4. The tables below provide a current grant-eligible review with updated cost estimates for Change Order 2 and the two options for TH 7.

a. Reminder that there is \$16,545,000 in funding available for water/wastewater items.

Table 1 – Grant-Eligibility Status presented on December 15, 2025

| Item* | Grant-Eligible Costs | Total "Extra" Grant-Eligible Funds | Grant-Eligible Const. Contingency | Grant-Eligible "Surplus" | Cumulative Drawn Amount |
|--|----------------------|------------------------------------|-----------------------------------|--------------------------|-------------------------|
| Original Project | \$14,075,000 | \$2,470,000 | \$520,000 | \$1,950,000 | \$14,075,000 |
| Main St Work and Backup Gen - C.O. 2 - Includes 10% const. cont. | \$1,560,000 | \$910,000 | \$520,000 | \$390,000 | \$15,635,000 |
| Lift Station Pumps - C.O. 3 | \$50,000 | \$860,000 | \$520,000 | \$340,000 | \$15,685,000 |
| New Well (includes chemical feeds) - C.O. 4 - Includes \$20k for design and 5% const. cont. | \$387,000 | \$473,000 | \$473,000 | \$0 | \$16,072,000 |
| 2025 Construction Lookback Budget Status | (\$76,000) | \$549,000 | \$549,000 | \$0 | \$15,996,000 |
| TH7 Scope - C.O. 2 - Includes 10% const. cont. | \$225,000 | \$324,000 | \$324,000 | \$0 | \$16,221,000 |

*Includes all soft costs (design, legal/admin, interest, etc.)

Table 2 – Current Grant-Eligibility Status (TH 7 Scope: Option 1)

| Item* | Grant-Eligible Costs | Total "Extra" Grant-Eligible Funds | Grant-Eligible Const. Contingency | Grant-Eligible "Surplus" | Cumulative Drawn Amount |
|---|----------------------|------------------------------------|-----------------------------------|--------------------------|-------------------------|
| Original Project + CO3 + CO4 - Lookback | \$14,436,000 | \$2,109,000 | \$520,000 | \$1,589,000 | \$14,436,000 |
| Main St Work and Backup Gen - C.O. 2 - Includes 10% const. cont. | \$1,473,000 | \$636,000 | \$520,000 | \$116,000 | \$15,909,000 |
| TH7 Scope - "Option 1" - Includes 10% const. cont. | \$390,000 | \$246,000 | \$246,000 | \$0 | \$16,299,000 |

*Includes all soft costs (design, legal/admin, interest, etc.)

Table 3 – Current Grant-Eligibility Status (TH 7 Scope: Option 2)

| Item* | Grant-Eligible Costs | Total "Extra" Grant-Eligible Funds | Grant-Eligible Const. Contingency | Grant-Eligible "Surplus" | Cumulative Drawn Amount |
|---|----------------------|------------------------------------|-----------------------------------|--------------------------|-------------------------|
| Original Project + CO3 + CO4 - Lookback | \$14,436,000 | \$2,109,000 | \$520,000 | \$1,589,000 | \$14,436,000 |
| Main St Work and Backup Gen - C.O. 2 - Includes 10% const. cont. | \$1,473,000 | \$636,000 | \$520,000 | \$116,000 | \$15,909,000 |
| TH7 Scope - "Option 2" - Includes 10% const. cont. | \$311,000 | \$325,000 | \$325,000 | \$0 | \$16,220,000 |

*Includes all soft costs (design, legal/admin, interest, etc.)

B. Based on the information presented above, Council sees minimal benefit to pursuing "Option 1".

1. SEH will redesign for "Option 2", but design in such a way that Option 1 could be constructed in the future. This will save on grant-eligible funds.
2. Feedback from the resident at 714 TH 7 should also be considered.

III. Change Order 4 Status Update (Well No. 1)

- A. Easement was received, and siren pole was moved
- B. Plans and specifications were sent to MDH for review on January 6th
- C. MDH conducted site visit on January 13th
- D. Traut is hoping to mobilize to the site the first week of February
- E. Aim is to have the well operable by April (with no chemical feeds). Chemical feeds will be installed in the months following April (based on procurement lag times).

IV. Other Items

- A. AFP No. 9 was included in the consent agenda
- B. SEH to resume sending OneDrive links for SEH Daily logs once construction resumes this Spring.

SEH believes that this document accurately reflects the business transacted during the meeting. If any attendee believes that there are any inconsistencies, omissions or errors in the minutes, they should notify the writer at once. Unless objections are raised within seven (7) days, we will consider this account accurate and acceptable to all.

If there are errors contained in this document, or if relevant information has been omitted, please contact Sam Fink at 320.204.0217.