

MEMORANDUM

**Business Item F**

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of the construction of a driveway for Kim Maurer on Tax ID #006-0340-02-02.

As part of the previous land sale agreement the Town entered into with Kim Maurer, it was agreed that the Town would be responsible for the construction of a new driveway as West American Drive was completed and his existing driveway off Clayton Ave was obstructed. Tax ID #006-0340-02-03 now owned by Trident Holdings LLC (previously Town-owned) has been developed, cutting off the previous driveway access, and West American Drive is nearly complete, so construction of the driveway would be appropriate at this time.

Administrator Wisnefske has obtained a quote from Robert J. Immel Excavating, Inc., which is also completing work on West American Drive & Eagle Heights Drive, for the construction of the driveway. Their estimated cost is \$6,260.00 and is included in your packet.

Should the Board agree, a motion to approve the driveway construction to be done by Immel Excavating would be in order.

**Suggested Motion:**

*Motion to approve construction of driveway access for Tax ID #006-0340-02-02 to be done by Robert J. Immel Excavating, Inc. with a cost not to exceed \$6,260.00, and authorize the Administrator to proceed as necessary.*

Should you have any questions relative to this information, please feel free to call or e-mail me.

Respectfully Submitted

Kelsey