

## MEMORANDUM

### **Business Item C**

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of the Certificate of Payment #4 for Eagle Heights Dr & Wing Ln Water Main, Sanitary Sewer, Street & Stormwater Pond Construction submitted by MCC, Inc. in the amount of \$26,355.66.

Attached please find a copy of the Certificate for Payment #4 submitted by MCC, Inc. for work performed on the construction of the above-listed projects.

The Administrator has reviewed the certificate of payment and feels the Certificate of Payment is correct and should be paid.

If the Board agrees, a motion to approve the Certificate for Payment would be in order.

### **Suggested Motion:**

*A motion to approve the Certificate for Payment #4 submitted by MCC, Inc. in the amount of \$26,355.66.*

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

Respectfully Submitted,  
Kelsey