

Local Program Project Scoping Meeting Agenda

Date: February 12th, 2025

1. Introductions
2. Document information
 - a. Design Project ID: [LaGrange/Byron ARIP](#)
 - b. Construction Project ID:
 - c. Official project name as is should appear on documents and plan title sheet:
 - Project name:
 - Street:
 - County: [Monroe County](#)
 - Highway: [Formica/Estate Road/Essex Ave](#)
3. Project Information
 - a. Project Limits [CTH ET – STH 21](#)
 - i. Project length: [2.7 miles](#)
 1. Rural: [2.7 miles](#)
 2. Urban: [0.0](#)
 - Any length excluded: [None](#)
 - ii. Approach length anticipated: [None](#)
 - iii. RW anticipated: [Existing RW 66 feet \(per statute\). Discuss need for additional RW at some of the corners.](#)
 - iv. As-built plans available: [No](#)
 - v. ROW plats available: [Review of Beacon did not show any existing plats](#)
 - vi. History/past discussions with local officials: [None](#)
 - vii. Past plans or studies: [N/A](#)
 - viii. Public involvement to date: [None](#)
 1. Any controversy to be aware of?
 - b. Schedule Dates
 - i. Final Plans Date: [11/1/2025](#)
 - ii. Bidding Letting Date: [January 2026](#)
 - iii. Construction: [2026 Construction Season \(Discuss start date and completion dates\)](#)
 - c. Traffic
 - i. Closure or bypass road: [Closure – with access to residents \(would we look at phasing into segments?\)](#)
 - ii. Signed detour: [Do not include detour route](#)
 - iii. Cattle crossing accommodations: [No](#)
 - iv. Current and design traffic counts: [Assume RT2 Standards \(AADT of 251-400\)](#)
 - v. Posted speed: [35 \(Statutory\)](#)
 - vi.
 - d. Typical Section
 - i. Roadway
 1. Design speed [35 MPH](#)

- 2. Lane Width = 2, 11' Lanes
 - 3. Shoulder Width = 2' aggregate shoulders
 - ii. Lighting design No
 - iii. Sign structures No
 - iv. Storm sewer No
 - v. Culvert replacement: Replace existing pipes in-kind
 - e. Contacts
 - i. Sponsor: Towns of La Grange and Byron
 - ii. Town Representatives:
 - iii. Design consultant: Mead & Hunt – Jay Wheaton
 - iv. WDNR: Leanne Hinke/Karen Kalveledge
 - v. Communication protocol/methods:
 - vi. Level of involvement desired:
 - vii. Anyone else:
4. Design Reports
- a. Pavement Report:
 - i. Formal, abbreviated or flexible design calculations: Recommend WisPave Calculations Report
 - ii. Is there a local preference for pavement structure:
 - iii. Assume 10% trucks? Yes – ask about equipment use and size
 - b. Public Involvement Plan:
 - c. Other:
5. Environmental Document
- a. Document type: Full Document not needed for this type of project
 - b. Wetland Delineation: Will be required. Can be performed by Mead & Hunt
 - c. In a drainage district?
 - d. Other environmental concerns:
6. Agency/Utility Coordination
- a. Agency
 - i. USACOE Possible depending on wetland impacts.
 - ii. WDNR
 - 1. WPDES permit (stormwater) Y
 - 2. NOI Permit Y
 - iii. USFWS Y
 - iv. NRCS Y
 - v. Aeronautics N
 - vi. County (floodplain) Y

- b. Utility
 - i. Non-Trans 220 Y
 - ii. Utility Coordination Meetings Not Expected
 - iii. Utilities in the project area: Expected
 - c. Railroad: Yes – Crossing in Project Limits (ask about any existing agreements) This could impact the schedule.
7. Meetings
- a. Public Involvement Meeting (PIM) Yes
 - i. Paper of record:
 - ii. Are there any town/county websites, newsletters, local places to post information? Y – County and Village Websites
 - iii. Bike/Ped concerns or considerations?
 - iv. Other information: No
 - b. Plan Review Meeting - Discuss
 - c. Any special meetings/correspondence/coordination/political interest anticipated?
 - d. PreCon Meeting: Yes
8. Design
- a. Survey
 - i. Anticipated survey length: 2.7 miles
 - ii. Base mapping
 - 1. Rural survey – Yes
 - a. Centerline
 - b. Edge of shoulder
 - c. Signs
 - d. Driveways
 - e. Obvious encroachments
 - f. Utilities only immediately beneath roadway
 - iii. Lidar data available: Yes
 - iv. Coordinate system: Monroe County Coordinates
 - v. Number of control points anticipated: 10
 - vi. Other considerations: None
 - b. Roadway
 - i. Anticipated project length: 2.7 miles
 - ii. Typical section widths: Per FDM (Local Road) – RT2 (Assume Traffic 251-400)
Design Speed Less than 40 MPH
Traveled Way = 22 feet
Shoulder Width = 2 feet
Total Roadway Width = 26 feet
 - iii. Plan scale: 40 Scale
 - iv. Erosion control plan: Y
 - v. Signing and marking plan (new signs): Y
 - vi. Replace culverts: Replace in-kind
 - vii. Analyze drainage: No

- viii. Detour plans: [No Detour Plan](#)
- ix. Other considerations:
- c. Road plans
 - i. Title sheet [Y](#)
 - ii. General notes [Y](#)
 - iii. Typical sections [Y](#)
 - iv. Construction details, including curb ramp details – [curb ramps not expected](#)
 - v. Intersection details [Y](#)
 - 1. How far back on side roads are improvements? [End of Radius](#)
 - vi. Erosion control [Y](#)
 - vii. Signing and marking [Y](#)
 - viii. Traffic control and staging [Y](#)
 - ix. Storm sewer sheets [N](#)
 - x. Plan/Profile sheets [Y](#)
 - xi. Roadway cross sections [Y](#)
 - xii. Earth work data? [Y](#)
- d. Subsurface investigation
 - i. Soil borings/by whom? [Recommended to improve pavement design. Would use Chosen Valley Testing or AET](#)
 - 1. If hiring a subconsultant, unit cost basis of payment required
 - ii. Number of borings and depth: [Anticipate 6 boring at 10' depth](#)
 - iii. Procedure for additional depth on boring: [N/A](#)
 - iv. Traffic control during boring – is closing the road okay?
 - 1. County/Town to provide closure?
 - a. Does County/Town have certification for flagging operations?
- e. Hydrology/Hydraulics
 - i. High water concerns: [N/A](#)
 - ii. Overtopping concerns: [N/A](#)
 - iii. Scour concerns: [N/A](#)
 - iv. Any known springs: [N/A](#)
 - v. Ice flow/debris: [N/A](#)
- f. Other issues
 - i. School bus route issues: [Y](#)
 - 1. Consider summer school as well [Yes](#)
 - ii. Farm operations: [Y](#)
 - 1. Will any farm field be completely blocked by the project? [Potentially](#)
 - iii. Road/bridge needed for any summer events: [Not known at this time](#)
 - iv. Mail carrier route issues: [Yes](#)
 - v. Any salvage items? [Unknown at this time](#)
 - vi. Other?
- g. Transportation Project Plat (TPP) or Traditional Plat: [Traditional – If Needed](#)
 - i. Estimate # of parcels:
 - ii. Title searches required: [Yes](#)
 - iii. Plat meeting required: [No](#)






- iv. ROW staking (# of times): 1
- v. Monumentation and marker posts: Discuss
- h. Bidding
 - i. Number of packages: 1 – Bidding Package can be developed by Mead & Hunt
 - ii. Any local work anticipated:
- i. Schedule –
 - i. Draft contract due: Early March 2025
 - ii. Approved contract anticipated: March 2025
 - iii. Preliminary plans:
 - iv. Pavement Design:
 - v. Final Plat (If Needed): 08/1/2026
 - vi. Draft PS&E (90% Plans) : 09/01/2028
 - vii. Final PS&E: 11/01/2028
 - viii. LET date: 2/13/2029
 - ix. Construction timeline/duration: 2029 season
- j. Contract
 - i. Contract basis? Actual Cost Plus Fixed Fee or Lump Sum?
 - ii. Subconsultants:
 - 1. Geotech: Chosen Valley Testing or AET
 - 2. Archaeology/History: N/A
 - 3. Title work Southwest Title (If Needed)
 - 4. Other: No
 - iii. Contact for invoicing:

Action Item List		
Responsible Party	Action Item	Date Completed or Anticipated

ARIP Project

CTH ET - STH 21

Legend

-  Cranberry Country Market
-  Feature 1
-  Ho-Chunk Gaming Tomah
-  North Tomah Cranberry Farm
-  Villmann Butcher Block

Farm

21

Ho-Chunk Gaming Tomah

Ocean Spray

Villmann Butcher Block

Habelman Brothers Packing

Google Earth

United Tree Service & Demolition

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4000 ft

