

**MINUTES OF THE
Otter Tail County Board of Commissioners Special Meeting
Government Services Center, Commissioners' Room
515 W. Fir Avenue, Fergus Falls, MN
November 23, 2010
6:00 p.m.**

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, November 23, 2010, at 6:00 p.m. at the Otter Tail County Government Services Center in Fergus Falls, MN, with Commissioners Roger Froemming, Chair; John Lindquist, Vice-Chair; Doug Huebsch, and Lee Rogness present. Commissioner Erickson was absent.

The main purpose of the Special Meeting was to discuss the bid received on Friday, November 19, 2010 for the County Drainage System No. 16 project. The following individuals were present and/or comments submitted:

Jeff Stabnow, Daniel Woods, and Wayne Johnson
Email submitted from Mike Foertsch

The following County and Project officials were present:

Land & Resource Director, Bill Kalar	Ditch Inspector, Randy Wasvick
County Attorney, David Hauser	Houston Engineering PE, Jeff Langan (present via conference call)

County Attorney, David Hauser, stated that there was one bid received for the Drainage System No. 16 project. A bid tabulation document was submitted. In considering this bid, Mr. Hauser stated that the recommendation is to reject the bid because there was only one bid and it exceeds 130% of the estimate, which by ditch law, is not supposed to be accepted. The bid is irregular in that the mobilization factor doubles the bid by \$230,000 which is out of line. Under DOT rules, this would constitute an irregular bid. This bid is more expensive than anyone anticipated. Therefore, the recommendation is to reject the bid. Engineer, Jeff Langan, concurred with Mr. Hauser's stated reasons.

Mr. Langan explained the reasons why the bid was so much higher than anticipated. After talking with several contractors and potential bidders, Mr. Langan indicated that this project was considered small volume work with fairly high risk and unpredictability on the construction methods that would be applied at the various sections of the channel to excavate the material. The work for this project, generally, is subcontractor work (dredging, excavating, culvert installation). Mr. Langan noted that it does not appear that a prime contractor is willing to take on the complexity of all of the various subcontractors needed for the project.

Mr. Hauser stated that a previous request was to complete part of the project under a direct hire which can be done up to a cost of \$100,000. The analysis from contractors is that the project is very divisible, possibly into three different phases. Dredging could be completed right away under direct hire. There may be a contractor available to do this as the unit prices are appropriate. Documents were submitted regarding the three phases; dredging, excavation and hauling, and culvert replacements. The Engineer indicated that Phase I may not necessarily take place before Phase II. Discussion continued with Board members.

A motion was offered by Rogness and seconded by Lindquist, that in consideration of the updated information on the County Ditch No. 16 project, the single and only bid received for HEI Project No. R0096394-001 (repair of Otter Tail County Ditch No. 16) is rejected as submitted by Mini-Dredge, Inc. Motion carried unanimously.

Motion by Huebsch, seconded by Rogness, and unanimously carried to change the concept of this project from one complete project with one bid to separate, naturally divisible phases as submitted by the Project Engineer. The motion includes proceeding with the project as soon as possible with work in 2010 and in 2011 as determined by the Engineer. The Engineer will proceed with accepting quotations from contractors and will provide Commissioners updates as quotes are received and work is completed.

Approval to Pay Bills

Motion by Huebsch, second by Lindquist, and unanimously carried to approve payment of the County Board bills per Attachment A of these minutes.

Adjournment

At 6:30 p.m., Chairman Froemming declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, November 30, 2010.

Dated: _____

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Roger Froemming, Board of Commissioners Chair

Attest: _____
Larry Krohn, Clerk

CB/kd

WARRANTS APPROVED ON 11/23/2010 FOR PAYMENT 11/23/2010

<u>VENDOR NAME</u>	<u>AMOUNT</u>
A'VIANDS LLC	3,735.21
AMERICAN INSTITUTIONAL SUPPLY	49.29
ATCO INTERNATIONAL	367.20
BACHMAN PRINTING COMPANIES	378.56
BATTLE LAKE STANDARD	87.55
CITY BATTLE LAKE	1,313.79
BEN FRANKLIN	9.96
BEYER BODY SHOP INC	685.81
BLUESTONE TECHNOLOGIES INC	793.00
CDW GOVERNMENT INC	3,103.23
COLLEGE WAY AUTO INC	437.20
COOKS CORRECTIONAL	231.86
COOPERS TECHNOLOGY GROUP	269.84
CREATIVE FORMS & CONCEPTS INC	290.19
CITY DALTON	570.17
DAN'S TOWING & REPAIR	208.41
CITY DEER CREEK	1,118.43
CITY DENT	476.98
EARL STRANDE EXCAVATING	4,500.00
CITY ELIZABETH	685.31
CITY ERHARD	405.70
WAYNE ERICKSON	21.91
FARGO FREIGHTLINER	26.47
FARNAM'S GENUINE PARTS INC	766.21
FERGUS ELECTRIC	75.28
FERGUS POWER PUMP INC	900.00
GALL'S INC	86.60
GODFATHERS EXTERMINATING INC	263.13
HENNING AMBULANCE	700.00
CITY HENNING	1,891.45
GERALD HOLO	9.23
ID AMERICA	371.73
THE INDEPENDENT	6,925.28
ISSUETRAK INC	600.00
JK SPORTS	599.80
GARY JOHNSON	129.99
KELLY SERVICES INC	1,007.15
LAKE REGION HEALTHCARE CORP	250.00
LAKES AREA COOPERATIVE	1,038.47
LAKES X-TERM LLC PEST CONTROL	75.00
LARRY OTT INC TRUCK SERVICE	475.00
LARSON'S BIO AG	1,296.50
LAW ENFORCEMENT TRAINING SERVI	400.00
LIBERTY TIRE RECYCLING SERVICE	2,196.82
LOCATORS & SUPPLIES INC	367.71
M-R SIGN COMPANY INC.	146.78
MARCO	723.02
MARCO INC ST LOUIS	1,437.12
MID-CENTRAL EQUIPMENT INC	12.29
MN HWY SAFETY AND RESEARCH CEN	366.00
MN RESOURCE RECOVERY ASSOCIATI	500.00
NELSON AUTO CENTER	181.82
CITY NEW YORK MILLS	1,567.99
NORTHLAND REBUILDING	150.00
NW REGIONAL DEVELOPMENT COMMIS	2,976.00
OFFICE DEPOT	107.55

OTC Board of Commissioners'
Special Meeting Minutes
November 23, 2010
Attachment A, Page 2

OFFICEMAX INCORPORATED	370.52
OLSON OIL CO INC	3,052.57
ONE CALL LOCATORS LTD	454.33
OTTER TAIL CO TREASURER	41.79
OTTERTAIL BAKERY	25.08
OTTERTAIL TRUCKING INC	12,289.00
CITY PARKERS PRAIRIE	753.83
PEBBLE LAKE TAKE 5	324.61
DONALD PEDERSON	6.66
CITY PELICAN RAPIDS	2,265.14
PEPSI-COLA	481.12
CITY PERHAM	3,976.57
POWER PLAN	1,185.39
RDO TRUCK CENTERS	1,569.41
CITY RICHVILLE	619.52
CITY ROTHSAY	608.55
ROYAL TIRE INC	198.35
VICKI SCHWANKE	50.50
SERVICE FOOD SUPER VALU	10.58
RICK SHEILS	26.72
SOUTHTOWN C-STORE	680.98
WAYNE STEIN	99.83
STEINS INC	3,917.40
STERLING SOLUTIONS INC	700.00
STREICHERS	14,347.33
SUMMIT FIRE PROTECTION	350.00
TNT REPAIR INC	1,318.71
TOWMASTER	409.63
CHRISTINE TUNGSETH	22.13
ULTEIG ENGINEERS	49,993.15
CITY UNDERWOOD	641.45
CHUCK UNTIEDT	1,000.00
CITY URBANK	734.66
CITY VERGAS	1,080.06
WALLWORK TRUCK CENTER	864.83
WEST PAYMENT CENTER	758.30
ZIEGLER INC	4,674.31
<u>**** FINAL TOTAL.....</u>	<u>\$158,263.00****</u>