

Washburn City Commission
Official Special Meeting Minutes
Monday, April 1, 2019
6:00 p.m., City Hall

Members Present: Larry Thomas, Noelle Kroll, Mike Herdt, & Kollin Syverson
Absent: Kit Baumann

President Thomas called the Washburn City Board of Commissioners special meeting to order at 6:00 p.m.

Thomas presented Task Order No. 14 from AE2S for engineering services for design and construction services to repair the street and storm sewer issue under Main Avenue between 10th and 11th Street. This contract will be at AE2S' standard hourly rate. Engineering services would not exceed \$6,000 and Construction Administration would not exceed \$3,500. Eric Lothspeich from AE2S informed the board that they would need to survey to gather topographic data in order to properly design the slope, culvert size and elevation. They would also prepare a cost estimate and the construction drawings.

Herdt asked what the timeline would be. Eric stated the design phase would be completed in 20 days, but the construction phase would depend on the ground thaw but anticipates a June 15, 2019 completion date. Syverson asked if this includes the bid process. Eric stated no it does not. Eric informed the board that he has also reached out to NDDOT about funding, which they said they do not have funds available for this kind of project. He has also reached out to FEMA to see if they have funding, but has not heard back from them at this time.

Thomas motioned to move forward with the Task Order No. 14 with AE2S for professional engineering services for the project on Main Avenue between 10th and 11th Street. Syverson seconded. Upon roll call, all members present voted aye. Motion carried.

Thomas informed the board that a \$500 earnest money clause would be a part of the purchase agreement with the landowner for the intake project. Thomas motioned to approve the earnest money as a part of the contract. Herdt seconded. Upon roll call, all members present voted aye. Motion carried.

The meeting was adjourned at 6:10 p.m.

Ranie Price, Auditor
City of Washburn

Larry Thomas, President
City of Washburn