

**SPECIAL TAYLORS FALLS CITY COUNCIL MEETING  
COUNCIL CHAMBERS  
THURSDAY, AUGUST 12, 2010 – 8:00 A.M.**

**MINUTES**

This meeting was originally scheduled August 11, 2010 at 9:15 a.m., but was cancelled due to a lack of quorum. The Agenda for this Meeting was posted at City Hall at 8:55 a.m. on August 11, 2010 and was posted as an urgent meeting.

The Taylors Falls City Council met for a special meeting on Thursday, August 12, 2010 at 8:00 a.m. in the Council Chambers at City Hall, 637 First Street, Taylors Falls, Minnesota.

**CALL TO ORDER**

The Meeting was called to order at 8:00 a.m. by Mayor Mike Buchite.

**PLEDGE OF ALLEGIANCE**

All those present at the meeting recited the Pledge of Allegiance to the United States flag.

**ROLL CALL**

MEMBERS PRESENT: Mike Buchite, Ross Rivard, Zara Kinnunen, John Tangen

MEMBERS ABSENT: Larry Julik-Heine

OTHERS PRESENT: Zoning Administrator-Coordinator Larry Phillips

**ADOPTION OF AGENDA**

MOTION BY RIVARD/KINNUNEN TO APPROVE THE AGENDA, AS PRESENTED, FOR THE AUGUST 12, 2010 SPECIAL TAYLORS FALLS CITY COUNCIL MEETING. MOTION CARRIED UNANIMOUSLY.

**NEW BUSINESS**

**CONSIDER BIDS FOR THE PUBLIC WORKS ADDITION BUILDING**

In August 2010 the Partnership Agreement and Lease Agreements were signed by the Minnesota Department of Transportation and the Minnesota Department of Administration; the documents had been previously signed by the City of Taylor Falls. The Partnership Agreement is the document that establishes how the MN DOT property on Bench Street will be conveyed to the City. The Lease Agreement establishes the terms of MN DOT's use of the replacement facilities on the City Hall property. The next step in the project is to build the replacement facilities, which include the addition to the Public Works building and the salt/sand storage building. Project manager(s) will have to be selected to oversee construction.

The City will be the general contractor for the Public Works building addition and has solicited bids from sub-contractors. Bids have been received and tabulated for a bid total of \$95,891.69 (building permit fees are included). A 10% contingency of \$9,589.17 was added to the bid total for the total project cost of \$105,480.86.

MOTION KINNUNEN/TANGEN TO AUTHORIZE THE FOLLOWING CONTRACTORS TO PERFORM WORK ESTABLISHED ON THE BID TABULATION FORM (ATTACHED) AND SPECIFIED ON THE PLANS FOR THE PUBLIC WORKS BUILDING ADDITION PROJECT:

1. PLUMBING – E & Z TESTING. BID: \$5,100.00 PLUS AN \$800.00 RPZ IF NEEDED
2. CONCRETE – GILLER MASONRY. BID: \$11,960.00
3. EXCAVATING AND HOLDING TANK – WILD RIVER CONTRACTING. BID: \$5,100.00 PLUS \$800.00 FOR EXTRA PIPE TO THE HOLDING TANK IF NEEDED
4. STEEL BUILDING – STEEL STRUCTURES. BID: \$47,257.00
5. STEEL LINER UP TO CEILING IN THE ADDITION – GREG GAUTCH. BID: \$7,000.00
6. PARTITION WALL – GREG GAUTCH. BID: \$4,125.00
7. ELECTRICAL CONTRACTOR – SCANDIA ELECTRIC, INC. BID: \$5,350.00

8. *\*HEATING AND VENTILATION – OLSON’S HEATING. BID: \$6,150 PLUS \$310 FOR REMOVAL AND REPLACEMENT OF EXISTING HEATER*
- TOTAL BIDS: \$93,952.00 [PLUS \$1,689.69 FOR THE BUILDING PERMIT AND \$250 FOR THE STATE PLUMBING REVIEW]

FURTHER MOTION TO AUTHORIZE A PROJECT CONTINGENCY OF \$9,589.17 AT A TOTAL PROJECT COST OF \$105,480.86. MOTION CARRIED UNANIMOUSLY.

MOTION BY TANGEN/KINNUNEN TO APPOINT PROJECT MANAGEMENT AUTHORITY TO VICE-MAYOR ROSS RIVARD AND ZONING ADMINISTRATOR-COORDINATOR LARRY PHILLIPS TO OVERSEE CONSTRUCTION, ADMINISTER CONSTRUCTION CONTRACTS AND BIDS, SERVE AS THE CITY’S REPRESENTATIVES TO THE SELECTED CONTRACTORS, AND SIGN OFF ON PAY REQUESTS WHICH WILL BE FORWARDED TO CITY COUNCIL FOR PAY AUTHORIZATION. MOTION CARRIED UNANIMOUSLY.

**CONSIDER BIDS FOR THE SALT/SAND STORAGE BUILDING PROJECT**

The original plan for the salt/sand storage building was a three bay design. Since the Public Works Department will be losing the fourth stall of the existing building, an additional bay was added to the salt/sand building for cold storage. However, bids for the four bay salt/sand storage building exceeded projections and the general contractor’s bid exceeded \$100,000. As a result, the competitive bidding process would now be required to construct a four bay building. The significant cost of the pre-cast concrete bunker panels needed for the building contributed to the large expense for the four bay salt/sand storage building.

The Council could not accept the lowest responsible bid because the project did not use the competitive bidding process, all bids must be reject. The two options available are to call for new bids using the competitive bidding process or down size the building to a three bay building and to consider bids at the August 23, 2010 Council meeting. Both options would require that all general contractor’s and paving contractor’s bids be rejected at this meeting.

Mayor Buchite explained that his recommendation was to downsize the plans back to the three bay building. Mayor Buchite will be appearing before the HRA/EDA Board at the end of the month to request an additional \$25,000.00 of funding to the \$150,000.00 the HRA/EDA Boards has already authorized. In the future a cold storage building could be constructed at the at the wastewater treatment pond property to compensate for the loss the fourth stall of the existing Public Works building.

Council member Rivard recommended downsizing to three bay building because it would save money and keeping the project moving this fall.

Council members Kinnunen stated it would make sense to downsize the plans to a three bay building for this project and someday build a cold storage building at the wastewater treatment ponds.

MOTION BY TANGEN/RIVARD TO REJECT ALL GENERAL CONTRACTOR’S BIDS FOR THE SALT/SAND STORAGE BUILDING PROJECT. MOTION CARRIED UNANIMOUSLY.

MOTION BY KINNUNEN/TANGEN TO AMEND THE PLANS AND SPECIFICATIONS OF THE SALT/SAND BUILDING TO A THREE BAY BUILDING AND TO CALL FOR BIDS DUE BY AUGUST 23, 2010, AT 2:00 P.M. AND TO CONSIDER AWARDED BIDS AT THE REGULARY SCHEDULED CITY COUNCIL MEETING AT 7:00 P.M.

FURTHER MOTION TO REJECT THE PAVING BIDS AND TO RE-BID THE PAVING BASED ON A THREE BAY BUILDING. MOTION CARRIED UNANIMOUSLY.

*\*Added 10/19/10 by Larry Phillips. This information was not included in the original minutes, but was acted on by Council on 8/12/10 and was included in the Council packet.*

**ADJOURNMENT**

MOTION BY KINNUNEN/TANGEN TO ADJOURN THE SPECIAL MEETING OF THE AUGUST 12, 2010 TAYLORS FALLS CITY COUNCIL. MOTION CARRIED UNANIMOUSLY.

Being no further business to come before the Council, the Meeting adjourned at 8:28 a.m.

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Michael D. Buchite, Mayor

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Larry Phillips, ZA-Coordinator

**APPROVED:** SEPTEMBER 13, 2010