



Joint Special Meeting of the Livonia Town Board and
Baldwin Town Board
Held at the Livonia Town Hall
November 26, 2012

Livonia officials/staff present: Supervisors Doebler, Hass, Hewitt, Manthei, Sherper and Clerk/Treasurer Spencer.

Baldwin officials present: Supervisors Swanson, Rush, Handshoe, Atwood and Good.

Others present: Jon Bogart, P.E., with Bogart, Pederson & Associates, engineer on behalf of Livonia and Baldwin Townships.

Chairman Sherper called the Meeting to order at 6:00 p.m., welcomed everyone; introductions were made. The purpose of the meeting is to talk about how the two Townships can come to an agreement to work together in an effort to provide a cost-savings. He turned the meeting over to Jon Bogart.

Bogart reported that the plan is complete and provided an estimate of costs which does not include engineering expenses. He explained In order to obtain the best costs it would be advantageous for the contractor to provide one bid, one set of documents. He asked if there was interest in an arrangement for a joint powers agreement; for one Township take the lead. He asked for direction from the Boards. Clerk/Treasurer read an email received from MATS attorney regarding project piggy backing. It is allowed by Statute if piggy backing with the County but not between Townships. The option for Townships is a joint powers agreement with one of the Townships taking the lead for letting bids, managing the contracting and construction process. The agreement can layout how change orders and other decisions would be handled once the Project is underway. Bogart stated the main concern is with how costs will be kept separate, can be handled by documenting quantities for each Township, certify the figures for payment to the lead Township who would bill the other for their costs. There was question regarding Livonia and Baldwin's road standards. In response Bogart said the road bed in both Townships is 30 feet wide, the bituminous surface in Livonia is 22 feet and 24 feet in Baldwin Township. Transitioning between the two will occur totally in Livonia Township.

Both Townships agree by entering into a Joint Powers Agreement (JPA) a substantial savings will be realized by being able to bid out as one project. By toss of the coin, Sherper called heads, heads-up it was; Livonia Township will be the lead Township. Both Boards voted: Moved by Hass, seconded by Hewitt to enter into a JPA with Baldwin Township for the 112th Street Project. Moved by Rush, seconded by Atwood to enter into a JPA with Livonia Township for the 112th Street Project. Baldwin Township designated Handshoe and Good to represent them and Livonia Township designated Hass and Manthei with Hewitt as alternate to represent (Reps) them as contacts for their respective Townships on this project. Clerk/Treasurer Spencer will contact Troy Gilchrist, attorney to draft a JPA for review and approval by both Boards.

It was agreed that substantial change orders will be approved by the Reps from each respective Board prior to signing off on the order; the substantial change order amount was not defined at this time. Bogart responded to concerns about cost over-runs due to and as a result of contractor negligence; he will provide language in the bid document to address the issue. Verbiage will be included in the bid document to address penalty for time line overrun. Bogart stated the bid documents will be prepared in accordance with MnDot standards.

Discussion reverted back to the plan. Of concern are two areas where turn lanes were not included in the plan. Both Townships agree now would be the time to incorporate the turn lanes only if it will not hamper moving forward with the project. If right of way cannot be acquired in a timely manner, the turn lanes will be aborted from the project. Also agreed upon was the cost of acquiring right of way, if needed, is the responsibility of each Township; Bogart will negotiate with property owners for acquisition. The two areas are in Livonia Township at 276th Ave/112th Street; the other in Baldwin at 281st Ave/112th Street. Bogart will provide estimate for addition of turn lanes prior to bid letting.

Bids will be let to allow for opening at 6:00 p.m. on Monday, February 25, 2013 at the Livonia Town Hall. At which time the Boards can either accept or reject any or all bids. An accepted bid will be approved contingent upon validation of quantities by Jon Bogart.

There being no further discussion Doebler/Hewitt unanimous to adjourn; Atwood/Handshoe unanimous to adjourn the meeting at 6:59 p.m.

Dated this 17th day of December 2012

Chair or Vice Chair

Clerk/Treasurer or Deputy Clerk/Treasurer