

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD APRIL 1, 2016**

ORDER: Vice-Chairman Jason Braaten called the meeting to order at 1:00 p.m. and led the Pledge of Allegiance.

MANAGERS PRESENT: LeRoy Carriere, Carter Diesen and Jason Braaten.

STAFF PRESENT: Administrator Halstensgard and Technician McCormack

OTHERS PRESENT: Floyd Haugen, landowner and representatives from contracting companies.

CONSULTING STAFF PRESENT: Nate Dalager, HDR Engineering and Michelle Moren, Attorney

Attorney Moren spoke about the process the board will be following and recommended changing the work “acceptance” to “acknowledge” on the agenda as the board will not be accepting and/or awarding any bids today. A **motion** was made by Manager Carriere to approve the agenda with the noted change, seconded by Manager Diesen. Motion carried unanimously.

Vice Chair Braaten turned the meeting over to Engineer Dalager to open the bids. Name of contractor, acknowledgement of addendum 1, bid amounts and inclusion of appropriate bid bond were all read aloud. (see attached spreadsheet).

RJ Zavoral & Sons was the apparent low bidder. All bids will be reviewed by district staff, attorney and engineer and reviewed by the board in the coming days. A **motion** was made by Manager Carriere to have Engineer Dalager, Attorney Moren and Administrator Halstensgard review the bids and report back to the board at the regular meeting on April 6, 2016, seconded by Manager Diesen. Motion carried unanimously.

Engineer Dalager spoke briefly about the difference between the base bids and Alternate #1. Alternate #1 extends the timeframe for excavation/placement of spoil and spoil hauling on frozen ground and haul roads therefore lengthening the time allowed for construction. This is a consideration for the board when determining bid award.

After a **motion** by Manager Diesen and second by Manager Carriere, the meeting adjourned at 9:40 a.m. Motion carried unanimously

Respectfully submitted,

Cody Schmalz, Secretary

Tracy Halstensgard, Administrator