

MINUTES
SPECIAL MEETING / JOINT MEETING
ORONOCO & ZUMBRO TOWN BOARDS
September 12, 2019 7:00PM

The Pledge of Allegiance was recited.

A Special Meeting / Joint Meeting of the Oronoco and Zumbro Town Boards was called to order on September 12, 2019 by Zumbro Town Board Chair Mark Fjelstad. Zumbro Town Board Supervisors Ed Jostock, Jerry Siems, and Clerk Dori Klein were present. Also present were Oronoco Supervisors Neil Stolp, Charlie Lacy, and Ken Mergen, Treasurer Kim Stanton and Clerk Lucy Shonyo. The meeting was held at the City Hall in Hammond.

The purpose of the meeting was to discuss the joint Ryans Bay road project and Sunset Bay septic reimbursement.

Ryans Bay Road

Zumbro Township prepay – the Boards decided that Oronoco Clerk Lucy Shonyo would get copies of invoices received to Clerk Dori Klein, Zumbro Township before they were paid by Oronoco Township (The Joint Powers Agreement names Oronoco Township as the paying agent). Any concerns Zumbro Township has about the invoices would then be voiced before they were paid. Zumbro Township would then be prepared to reimburse Oronoco Township 50% of invoices at their meeting held one week after Oronoco Township's meeting. This eliminates the need for getting money up front to cover the float time between Oronoco Township's 100% payment of invoices and Zumbro Township's reimbursement.

The **Joint Powers Agreement Between Oronoco Township and Zumbro Township For The Ryans Bay and Sunset Bay Road Improvement Project** was signed by Oronoco Township. It was previously signed by Zumbro Township. The Agreement was reviewed, focusing on the role of the Consulting Engineer Dietrich Flesch, Wabasha County. Dori Klein will contact Mr. Flesch for an estimate of costs to: (following from Joint Powers Agreement)

3. **BIDDING.** The consulting engineer will advertise for bids for the construction of the Project in accordance with Minnesota law and will provide both parties with an analysis of the bids received. The Wabasha County Engineer must obtain both parties approval of the bid before awarding a contract.
4. **CONTRACT AWARD.** The consulting engineer shall prepare contract documents and Oronoco on behalf of the Parties shall enter into a contract with the approved lowest responsible bidder in accordance with Minnesota law.

Mr. Flesch has already completed "plans and specifications for the project".

The role of **Construction Supervisor** was discussed. Dietrich Flesch has agreed to supervise if asked. Ken Mergen will contact Mike Zillgitt, Zillgitt Civil Design, for an estimate.

The **Title Search** is underway by Rochester Title. The title company thought closing could happen by the end of the month, but there were no guarantees. Estimated closing costs will be about \$850. Lucy Shonyo will contact Dori Klein with the date and final costs when available.

Dietrich Flesch's invoice #2019-066, from 4/30/2019 for "engineering services done by Wabasha County highway dept for Ryans Bay Road as of May 2019" was more than anticipated as it included a 65% "administrative cost on labor". Also, Oronoco Township questioned the invoice entries from 2016. Dori Klein noted these 2016 entries were "backed out" but it appears the 65% added cost were not backed out. Dori Klein will contact Mr. Flesch about this.

Project Timeline – It is hoped construction can happen this fall. After land closing there are legal time requirements relating to the bidding process. Utilities must be moved. Tentatively the boards hope for construction to be complete by Dec 15 with a June 30, 2020 project complete date. Everything must "fall into place" for this to happen.

Some have asked to **purchase the trees** that will be removed from the roadbed. If it happens, tree removal would be at the mover's expense. Ken Mergen will research.

Sunset Bay Septic Reimbursement

Oronoco Township is no longer part of what was a joint community septic project with Zumbro Township. Zumbro Township's septic project is going forward. When this was a joint project, Oronoco Township was the "lead" township, meaning they paid the invoices. Not all expenses paid by Oronoco Township have been reimbursed. Kim Stanton explained the process necessary for Oronoco Township to get additional reimbursement dollars. It involves Zumbro Township applying for reimbursement, then reimbursing Oronoco Township. Some reimbursements cannot be applied for until construction starts. At this time Zumbro Township will reimburse the land appraisal costs of \$1,400.

At 9:20 pm Mark Fjelstad, Zumbro Township, made a motion to adjourn. Ed Josock second, motion carried 3-0. Ken Mergen, Oronoco Township, made a motion to adjourn. Charlie Lacy second, motion carried 3-0.

Respectfully Submitted,

Lucy Shonyo, Oronoco Township Clerk

Neil Stolp, Oronoco Town Board Chair