

Road Report November 2024

- Completed Work in October 2024
- Work in Process/Scheduled
- Thank you
- Decisions and Comments



Completed Work

- All major projects scheduled for 2024 are completed. Road work will resume in Spring of 2025
- Grading operations on roads that where conditions allowed

We contract under MN Statute 471.345

- Minnesota Contracting Law explained
- Three Contracting Levels **Estimated** are:
 - \$0-\$25,000: Direct negotiations
 - \$25,000-\$175,000: At least 2 quotes or sealed bids
 - \$175,000+: Sealed bids only

Sealed bid process explained by Minnesota Association of Townships

While sealed bids are not required for contracts below the \$175,000 threshold, or for contracts exempt from the requirements of the MCL any Township may voluntarily choose to follow the bidding procedure. However, **it is not to do so recommended**, as it is generally more complicated than other forms of creating a contract. Once a Township has decided or begun to follow the competitive bidding process the courts have said that they must see the process through to completion.

It has been advised by our attorney to avoid sealed bids process unless the law requires it.

From: Mike Couri <mike@couriruppe.com>

Sent: Wednesday, June 21, 2023 2:13:52 PM

To: Tony Bakhtiari <tony.bakhtiari@windemeretownship.com>

Cc: Cindy Woltjer <clerk@windemeretownship.com>

Subject: Contracts for road work and road obstruction ordinance

Tony,

Attached are a right of way obstruction ordinance and a summary of the ordinance for publication. Both the ordinance and the summary should be passed by the Town Board if they would like to enact the ordinance. The summary must be published in the Township's official newspaper in order for the ordinance to be effective. A copy of the ordinance must be posted at the local library and the original ordinance and its summary (along with the affidavit of publication that the newspaper will send) should be put in the Township's ordinance book.

As we also discussed today, it is my understanding that the Township will be hiring out a number of different culvert replacements and ditching work on several different roads. I understand that the local contractors would prefer to do the work on a time and material basis rather than quoting a whole bunch of different projects. Under **Minn. Stat. 471.345**, the Township must obtain at least two quotes if the work is projected to cost at least \$25,000 but less than \$175,000. If it is over \$175,000, it must be bid.

If the work is estimated to cost less than \$25,000, the Township can purchase the supplies/services on the "open market" without obtaining quotes. The "open market" means the Township can purchase the goods or services from anyone without the need to obtain any quotes. This means that the Township can contract for the work on a time and materials basis if the estimated cost of the work is under \$25,000. I believe that the Township can treat culverts and ditches on different roads as separate projects, with a separate contract for each culvert or ditch. I suggest using one of the form contracts that are contained on MAT's website. The language of the contract can be the same with the description of the work and the hourly rates/material charges set out on the attached Exhibit A. The Exhibit A would be different for each job, but the contract language would stay the same. The contractor should be required to have liability insurance in the amount of at least \$500,000 per person and \$1.5 million per occurrence.

Finally, all expenditures must be approved by the Town Board, either on a contract-by-contract basis or by authorizing one of the Town Supervisors to contract on behalf of the Township with a not-to-exceed amount for each job. If the Township authorizes a Supervisor to enter into the contract on the Township's behalf, the Supervisor can do so provided the amount of the contract is within the limits set by the Township. Please feel free to contact me with any questions you may have on these issues. Thank you.

Michael C. Couri

Couri & Ruppe, P.L.L.P.

Special Town Board Meeting June 22, 2023

Motion that was made by Supervisor Bakhtiari

“To authorize the Road Supervisor to negotiate road repair, culvert replacement, ditching cleaning, road sweeping and related work by entering into contracts estimated under \$25,000 per contract with qualified contractors”

Motion passed

This is allowable under Minnesota Statute 471.345

A note from Aaron Gunderson, Assistant Pine County Engineer

Gravel Road Fall maintenance

During the fall, the window of opportunity for good gravel moisture is smaller than summer. In 2024 roads were too dry to blade late summer / early fall. Then we got rain, snow, rain followed by lower temps. Overnight they went from too dry to too wet and then temps were too low to dry it out.

In the fall we blade where we can without causing damage, watch the weather forecast, and when conditions are finally right, we hit them. We have 5 full-time blade guys so we can do that.

Every road and case is different: shade, hills, gravel type, traffic volume, chloride all affect how they perform.

The best practice is to use common sense and be ready to blade when conditions allow.

Grading 2024	Road Name	September	October	November
CaCl2	Sturgeon Island Rd	NO GRADING IN SEPTEMBER DUE TO DROUGHT CONDITIONS		
1E	Hill Street Road			
2E	Elm Tree Road			
3E	Northridge Road			
4E	Pioneer Road		10-10	
5E	Partridge Road North			
6E	Partridge Road South			
7E	Lake 12 Road			
8E	Balsam Road			
9E	Birchview Road			
10E	Telker Road			
11W	Sunset Lane			
12W	Settlers Court			
13W	Lords Drive			
14W	Settlers Pond Drive			
15W	Paulus Road			
16W	Pine Tree Lane			
17W	Lakeshore Drive			

Grading 2024	Road Name	June	July	August
CaCl2	Sturgeon Island Rd	6/13 & 6/26	9-Jul	6-Aug
1E	Hill Street Road		9-Jul	
2E	Elm Tree Road			7-Aug
3E	Northridge Road		9-Jul	
4E	Pioneer Road	6/13 & 6&14 East End	9-Jul	8/8 East & 8/28
5E	Partridge Road North			8-Aug
6E	Partridge Road South	13-Jun	9-Jul	
7E	Lake 12 Road	13-Jun		7-Aug
8E	Balsam Road			
9E	Birchview Road			8/7 & 8/8 & 8/13
10E	Telker Road			
11W	Sunset Lane			8-Aug
12W	Settlers Court			
13W	Lords Drive			
14W	Settlers Pond Drive			
15W	Paulus Road			8-Aug
16W	Pine Tree Lane			
17W	Lakeshore Drive			
18E	Camp Farm Lane		9-Jul	

Grading 2024	Road Name	February	March	April	May
CaCl2					
1E	Hill Street Road	2/7 Partial 2/21&22		11-Apr	5/10, 5/15,5/28
2E	Elm Tree Road	21-Feb		11-Apr	29-May
3E	Northridge Road	21-Feb		12-Apr	29-May
4E	Pioneer Road	2/7 & 2/21		5-Apr	5/22, 5/29
5E	Partridge Road North	2/7 & 2/21		10-Apr	5/16, 5/22, 5/28
6E	Partridge Road South	2/7 & 2/21		10-Apr	28-May
7E	Lake 12 Road	21-Feb		10-Apr	5/10, 5/15, 5/20, 5/28
8E	Balsam Road	2/7 & 2/21		10-Apr	28-May
9E	Birchview Road	21-Feb		10-Apr	5/10, 5/15, 5/16, 5/20, 5/28
10E	Telker Road	21-Feb		10-Apr	28-May
11W	Sunset Lane		11-Mar	12-Apr	29-May
12W	Settlers Court		11-Mar	12-Apr	29-May
13W	Lords Drive		11-Mar	12-Apr	5/20, 5/29
14W	Settlers Pond Drive		11-Mar	12-Apr	29-May
15W	Paulus Road		11-Mar	12-Apr	29-May
16W	Pine Tree Lane		11-Mar	12-Apr	29-May
17W	Lakeshore Drive	21-Feb	11-Mar	12-Apr	5/20, 5/29
18E	Camp Farm Lane	22-Feb		25-Apr	29-May
19E	Moss Lane	21-Feb		25-Apr	5/22, 5/28
20E	Brandt Road	21-Feb		25-Apr	28-May
21E	Sunrise View Road	21-Feb		25-Apr	28-May

Work in Process/Scheduled

- Township road sign and post replacement is scheduled for the Spring of 2025.



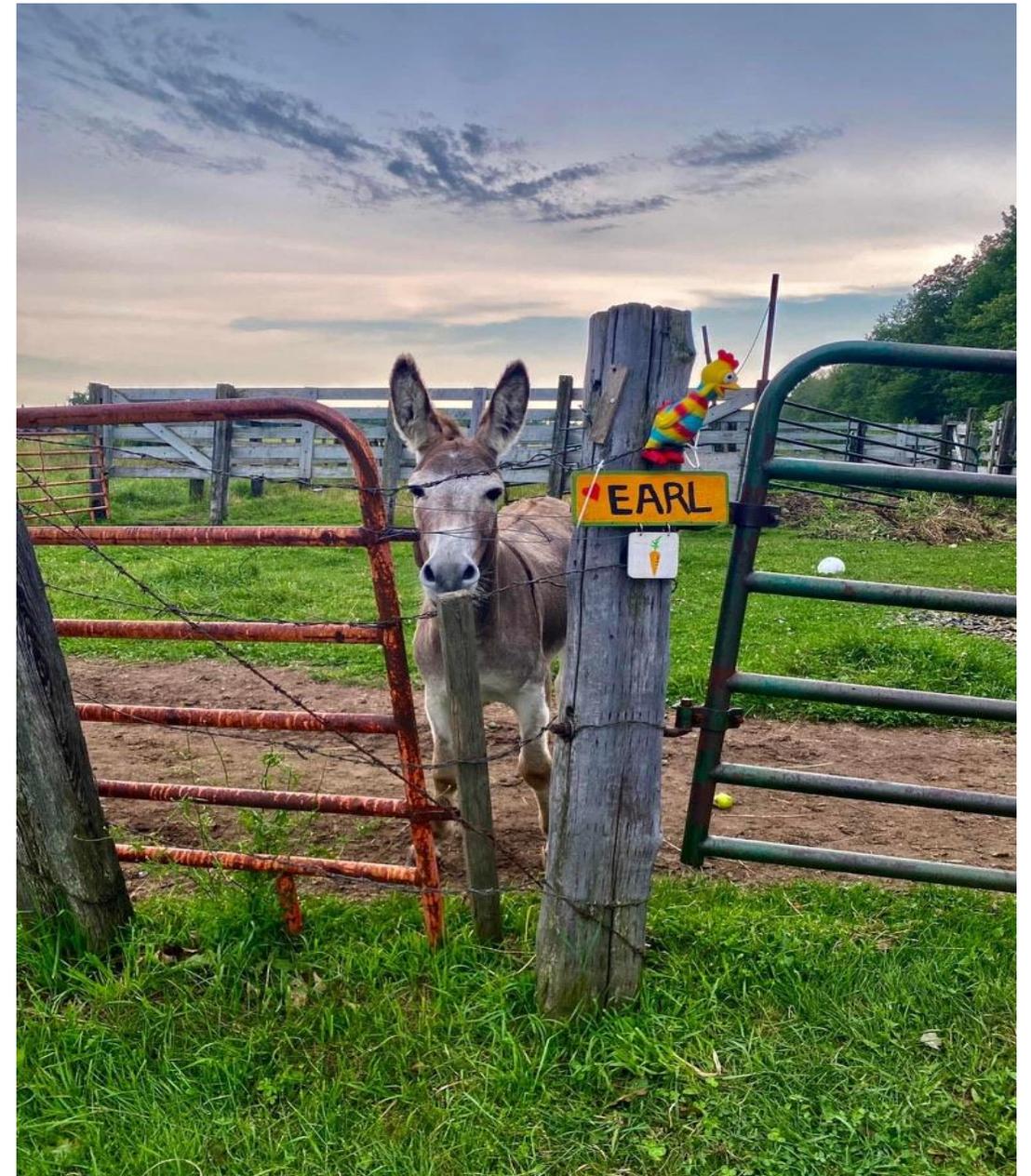
Thank you to our professional contactors. Their hard work and cooperation is greatly appreciated!

- Sandberg Construction, Inc.
- Kiminski Paving Inc.



Decisions and Comments

- Burnt RV October 28, 2024 off Pioneer Road, send invoice to owner
- Windemere Township contracts under Minnesota Statute 471.345
- All road information and reports are located on The Windemere Township website



It's nice to be important, but it's more important to be nice.