

Benton County Highway Department
CLOSING DATE: March 22, 2019
Foley, Minnesota

REGULAR MEETING
SAUK RAPIDS CITY COUNCIL
SAUK RAPIDS GOVERNMENT CENTER,
250 Summit Ave N.
Monday, February 25, 2019
6:00PM
MINUTES

- Spike Road
B. Approve 2018 Funds Transfer
C. Approve Attendance to the 2019 MN State Fire/EMS/Rescue School
D. Approve Attendance to the 2019 MN State Fire Officer's School
E. Approve Resolution Approving the Plans and Specifications for the 2019 Ridge Road
Improvements and Authorize Advertising for Bids
F. Approve Purchase of New Point of Sale System and Computer Hardware for Liquor Store
G. Approve Boot Allowance for Building Official
Motion: Moved by Councilperson Sauer and seconded by Councilperson Thronson to approve agenda items 9A-9G. Motion carried unanimously.
10. Regular Agenda
NONE
11. Other Staff Items

ADVERTISEMENTS FOR BIDS
Sealed bid proposals will be received until 10:00 AM CST on March 22, 2019, at the Benton County Public Works Building, PO Box 247, 7752 Hwy 25 NE, Foley, MN 56329 by Nadean Inman, County Auditor/Treasurer of Benton County, for the reconstruction project on Benton County 78 and Morrison CR 286.

6:00 P.M.
1. Call to Order and Pledge of Allegiance
Mayor Kurt Hunstiger called the meeting to order at 6:00 p.m. All members present.
2. Additions or Changes to the Agenda
Ross Olson requested to add Approving Boot Allowance for Building Official as agenda item 9-G.
3. Approve the Agenda
Motion: Moved by Councilperson Ellering and seconded by Councilperson Sauer to approve the Agenda as amended. Motion carried unanimously.
4. Approve Minutes
A. 2-11-19 Regular City Council Meeting Minutes
Motion: Moved by Councilperson Thronson and seconded by Councilperson Sauer to approve the 2-11-19 Regular City Council Meeting Minutes. Motion carried unanimously.
5. Receive and File
NONE
6. Mayor's Communications

- A. Reminder: 2-28-19 City Council Vacancy Interviews—Ross Olson stated that the interviews for the vacant City Council seat will take place on Thursday, February 28th beginning at 6:00 p.m. in the Council Chambers.
Dutchmaid Bakery—Todd Schultz said that he has been getting questions regarding the status of the Dutchmaid Bakery project. He said that the plan is to get snow removed and to get back to work on the project sometime this week.
Police Department Openings—Perry Beise provided an update on filling the two vacancies on the Sauk Rapids Police Department. He said that three people were selected from the interviews to be backgrounded. He said that since then, two people have been given conditional job offers. Beise explained that if these two candidates pass their psychology exams, then he will bring forward their names to the City Council in which to be formally hired.

PROJECT NO.: CP 005-078-005 & CP 049-286-001
LOCATION: 3.5 Miles East of Rice, MN
TYPE OF WORK: Grading, Base, Bituminous Surfacing, Aggregate Shoulder, Culvert Replacement, Signing & Striping

7. Audience Items/Visitors Total Time Limit 2 Minutes for Items NOT on the Agenda
NONE
8. Public Hearings
NONE
9. Consent Agenda
A. Authorize Staff to Market City Owned Property on Golden

- 12. Other Council Items and Communications
• Thank You to Public Works—Councilperson Ellering said that he wanted to echo what Mayor Hunstiger said earlier in the meeting regarding thanking the Public Works Department for their hard work and for the long hours that they have been working in an attempt to keep the roads clear from snow.
• Citizen of the Year Applications—Councilperson Thronson noted that it is once again time to begin thinking about Citizen of the Year nominations. She noted that there are a lot of people in the community doing great things and that this is an opportunity to recognize those people. Councilperson Thronson noted that the nomination forms are available at City Hall and on the City's website. The nomination forms are due April 4th.
13. Approve List of Bills and Claims
Motion: Moved by Councilperson Thronson and seconded by Councilperson Ellering to approve the List of Bills and Claims. Motion carried unanimously.
14. Adjournment
Motion: Moved by Councilperson Ellering and seconded by Councilperson Thronson to adjourn the meeting. Motion carried unanimously.
Mayor Hunstiger adjourned the meeting at 6:17 p.m.

The major items of work are approximately:
62,500 CU YD, Excavation – Common
60,700 CU YD, Common Embankment
32,200 CU YD, Aggregate Base (CV) Class 5
13,400 TON, Type SP 9.5 Wearing Course Mix (2,C)
13,200 TON, Type SP 12.5 Wearing Course Mix (2,C)
Proposal, Plans and Specifications may be examined and obtained for \$75.00 at the Benton County Highway Engineers Office, PO Box 247, 7752 Highway 25 NE Foley, MN 56329; located along TH 25, 1 mile north of TH 23 in the City of Foley. Proposal, Plans and Specifications may also be downloaded at https://egram.co.benton.mn.us for \$0.00.
Bids must be sealed, identified on the envelope and accompanied by a Certified Check or a Bidder's Bond in the amount of 5% of the bid and made payable to the Treasurer of Benton County.
The County reserves the right to reject any or all bids and to waive any irregularities and further reserve the right to award the contract to serve the best interest of Benton County.
Dated at Foley, Minnesota on February 22, 2019.

Nadean Inman
Benton County Auditor/Treasurer
F-9-3B

Important Information Regarding Property Assessments
This may affect your 2020 property taxes.

The Board of Appeal and Equalization for Sauk Rapids Township will meet on April 1st 2019, 6:30 p.m., at Sauk Rapids Townhall. The purpose of this meeting is to determine whether property in the jurisdiction has been properly valued and classified by the assessor.

If you believe the value or classification of your property is incorrect, please contact your assessor's office to discuss your concerns. If you disagree with the valuation or classification after discussing it with your assessor, you may appear before the local board of appeal and equalization. The board will review your assessments and may make corrections as needed. Generally, you must appeal to the local board before appealing to the county board of appeal and equalization.
Given under my hand this 4th day of March, 2019

Daryl Sheetz
Clerk of the Township of Sauk Rapids
R-10-3B

• Winter Reminders and a Thank You—Mayor Hunstiger said that with this unrelenting winter weather he wanted to review a list of snow reminders. He discussed the importance of removing snow from the sidewalks in front of homes and businesses to allow for pedestrian travel throughout the winter. Mayor Hunstiger also requested that those with a fire hydrant in front of their homes remove the snow from around the fire hydrants as to help save time for the Sauk Rapids Fire Department in the event of a fire. He discussed the unfortunate fact that sometimes snow being blown from the snow plows take out mailboxes and how it is very rarely that the plow drivers actually run into a mailbox. Mayor Hunstiger also discussed the fact that it is often unavoidable for the snow plow not to leave snow at the end of driveways as the plows are removing snow from the main roads. Lastly, Mayor Hunstiger again thanked the Public Works Department for all of the hard work and long hours that they have been putting in this winter.

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Motion: Moved by Councilperson Thronson and seconded by Councilperson Ellering to approve the List of Bills and Claims. Motion carried unanimously.
14. Adjournment
Motion: Moved by Councilperson Ellering and seconded by Councilperson Thronson to adjourn the meeting. Motion carried unanimously.
Mayor Hunstiger adjourned the meeting at 6:17 p.m.

R-11-1B

DOCUMENT 00 11 13
ADVERTISEMENT FOR BIDS
2019 Fourth Street South Improvements
Sauk Rapids, Minnesota
SAP No. 191-117-001
SEH No. SAUKR 146780

Notice is hereby given that sealed Bids will be received by the City Administrator until 10:00 a.m., Wednesday, April 10, 2019, at City Hall located at 250 Summit Avenue North, Sauk Rapids, MN 56379, at which time they will be publicly opened and read aloud, for the furnishing of all labor and material for the construction of 2019 Fourth Street South Improvements. Major quantities for the Work include:

Table with 3 columns: Quantity, Unit, and Description. Includes items like SQ YD Remove Bituminous Pavement, CU YD Common Excavation, etc.

Bids shall be on the form provided for that purpose and according to the Bidding Requirements prepared by Short Elliott Hendrickson Inc. (SEH®) dated January 14, 2019.

The Bidding Documents may be seen at the Issuing Office of Short Elliott Hendrickson Inc. located at 1200 25th Avenue South, P.O. Box 1717, St. Cloud, MN 56302-1717, 320.229.4321.

The Bidding Documents may be viewed for no cost at http://www.sehinc.com by selecting the Project Bid Information link at the bottom of the page and the View Plans option from the menu at the top of the selected project page.

Digital image copies of the Bidding Documents are available at http://www.sehinc.com for a fee of \$30. These documents

may be downloaded by selecting this project from the PROJECT BID INFORMATION link and by entering eBidDoc™ Number 6197130 on the SEARCH PROJECTS page. For assistance and free membership registration, contact QuestCDN at 952.233.1632 or info@questcdn.com.

Paper copies of the Bidding Documents may be obtained from Docunet Corp. located at 2435 Xenium Lane North, Plymouth, MN 55441 (763.475.9600) for a fee of \$120.

Bids will only be accepted from Contractors who purchase Bidding Documents as noted above.

Bid security in the amount of 5 percent of the Bid must accompany each Bid in accordance with the Instructions to Bidders. Bid security may be retained until the contract has been awarded and executed, but not longer than 60 calendar days from the date of opening bids. No bidder may withdraw their bid for a period of 60 calendar days after the bid opening.

A Contractor responding to these Bidding Documents must submit to the City/Owner a signed statement under oath by an owner or officer verifying compliance with each of the minimum criteria in Minnesota Statutes, section 16C.285, subdivision 3.

This Work shall be subject to minimum wages and labor standards in accordance with State of Minnesota.

Bids shall be directed to the City Administrator, securely sealed and endorsed upon the outside wrapper, "BID FOR 2019 FOURTH STREET SOUTH IMPROVEMENTS, SAUK RAPIDS, MN, SAP NO. 191-117-001, SAUKR 146780."

The Owner reserves the right to reject any and all Bids, to waive irregularities and informalities therein and to award the Contract in the best interests of the Owner.

Ross Olson
City Administrator
Sauk Rapids, MN
Publish:
Sauk Rapids Herald: March 16 and 23, 2019
Quest CDN: March 16, 2019
City of Sauk Rapids website http://www.ci.sauk-rapids.mn.us: March 16, 2019

R-11-2B