

# MINUTES OF THE SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF MANCHESTER WATER DISTRICT

September 19, 2017

## REGULAR MEETING

1.0\* Board Chair Steve Pedersen called the special meeting of the Manchester Water District Board of Commissioners (Board) to order at 5:45 p.m. Commissioner James Strode was also present and Commissioner Paul Drotz was on speaker phone. District staff members in attendance were Dennis O'Connell, General Manager; and Scott Wolf, Lead Service Technician. Attorney Ken Bagwell was also included via speaker phone. There were no public guests.

2.0 **Spring Street Workshop Retaining Wall Bid Review** – Staff reviewed the bids opened during the regular business meeting of the Board on September 12<sup>th</sup>. After reviewing the bid packets and checking references, it was determined that the lowest qualified bidder was Highmark Concrete Contractors (Highmark) with a bid of \$134,000. After further discussion, Commissioner Drotz moved to authorize the General Manager to award the contract to Highmark. Commissioner Strode seconded and **the motion carried unanimously.**

Staff then advised the Board of the process, including meeting with Highmark to execute the contract and then issuing a Notice to Proceed. Staff will update the Board regularly as the project progresses.

3.0 **Public Comment** – No public comment was offered.

## 4.0 Future Meeting Dates

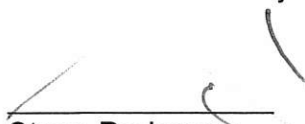
4.1 October 10, 2017, 5:30 p.m. – Regular Meeting, Manchester Library

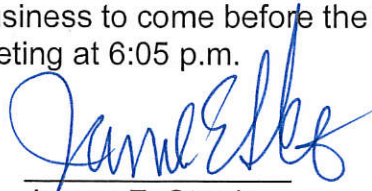
4.2 October 24, 2017, 5:30 p.m. – Special Meeting, Operations Complex

4.3 November 14, 2017, 5:30 p.m. – Regular Meeting, Manchester Library

## 5.0\* Adjournment

There being no further business to come before the Board, the Commissioners moved to adjourn the meeting at 6:05 p.m.

  
Steve Pedersen,  
Chairman

  
James E. Strode,  
Secretary

  
Paul Drotz  
Commissioner