

Minutes from the Harris Town Board
Work Session – Employee Handbook and Job Description Review
August 6, 2014 at 7:00pm

A work session of the Harris Town Board was held on Wednesday, August 6, 2014 starting at 7:00pm at the Harris Town Hall for the following purpose as posted:

The purpose of this work session to review bids and award contractor for the following roads as a part of the 2014 Paved Road Project:

- Underwood Road (east)
- Harbor Heights Road
- Lakeview Drive

The following officers of the board were present: Supervisors Larry Key, Dennis Kortekaas, Burl Ives, & Jim Kelley and Clerk Michele Smith. *Absent: Supervisor Gary Rosato and Treasurer Becky Adams.*

Also in attendance was resident Marge Kelley.

Glen Hodgson shared a memo dated August 5th, outlining the 2 bids received and opened on Monday, August 4th for the reclamation of Underwood Road (east), Lakeview Drive, and Harbor Heights Road. Representatives from both bidders were in attendance at the opening.

- Hawkinson Construction \$453,485.20
- Uland Brothers Construction: \$479,995.00
- Engineers estimate: \$475,158.25

Hodgson noted that the project cost grew as the project scope developed, including boring test results showing that just an overlay on Harbor Heights road was not feasible, due to only a 1.5" layer of bituminous. As a result, the engineer's estimate was higher than what was discussed previously. However, he felt the 3 roads were in dire need of reconstruction and rehabilitation. And that if road improvement on these roads was delayed, it would result in higher costs to the township to repair them in the future.

Hodgson recommended that the board accept the low bid of Hawkinson Construction and authorize the chairman and clerk to sign the contract documents after execution by Hawkinson. And then, explore some optional ways to decrease the project cost by small amounts. One was to eliminate all new signs, which could reduce costs \$5,425. And consider eliminating some of the mail box replacements – which could save \$2,000-\$3,000. State law states that only if the road's speed limit is 45mph or higher are the breakaway posts needed – and only Underwood Road (east) meets this standard; however, Hodgson commented that some mail box posts may need to be removed so the large reclamation machine can get by.

A motion was made by Supervisor Kortekaas, seconded by Supervisor Kelley, to award the bid for the 2014 paved road project as recommended to Hawkinson Construction in the amount of \$453,485.20, to reclaim Underwood-east, Lakeview Drive, and Harbor Heights Road. Discussion: Board agreed they'd like Hodgson to work with contractor on a change order to omit the sign replacements, and mailbox replacement – unless needed to fit the reclamation machine – to save on costs. Upon roll call, motion carried by a unanimous vote.

Hodgson agreed to keep in close contact with the Hawkinson about the board's change order requests.

A motion was made by Supervisor Kortekaas, seconded by Supervisor Kelley, to adjourn tonight's work session at 7:15pm. Meeting adjourned.

Respectfully submitted,
Michele Smith - Harris Township Clerk