

**WATAB TOWNSHIP**  
**Special Meeting Minutes**  
**Monday, October 5, 2020 – 9:00 am**

**TOWNSHIP ENGINEER INTERVIEWS**  
**Second Round**

Supervisor Johnson called the meeting to order at 9:00 am.

Board members present: Julie Johnson, Steve Wollak, Bill Little, Kathy Sauer

**WSB**

Members present from WSB Engineering: Mike Nielson, Principal Engineer, and Kevin Kruger, Assistant Engineer

Supervisor Johnson stated that the Township's goal is to create a long-term plan and to modernize and bring structure to the road plan for the future.

Mike Nielsen stated that WSB has the resources to bring a long-term plan to reality and can provide a scope of services in all areas including MS4 and road inspection, and road plan development. They have an extensive grant funding team that aggressively seeks out grant opportunities, as well as experienced engineers and the latest technology. The firm is local and the primary engineer assignment would go to Kevin Kruger who grew up in Watab Township and is extremely familiar with the area. Kevin would be assisted by Mike Nielsen when necessary.

The inspection agent is from Little Falls and travels through the Township often; hourly rate is \$105/hour; interns are used when appropriate to reduce costs. Billing can be handled three ways: lump sum, hourly-not-to-exceed, and percentage.

**BOLTON & MENK**

Members present from Bolton & Menk: Jared Voge, Principal Engineer, Anthony Maule, Assistant Township Engineer, and Tim Olson, Principal Engineer/Water Resources

Supervisor Johnson stated that roads need to be the focus and the goal is to have a plan.

Jared Voge stated that a road plan for the Township could be customized to meet the needs of the Township. The most common system used is "Pacer," a rating scale of 1-10 for reconstruction and maintenance for 10-15 years. The "Robotics System" (machine-based) assesses road conditions via a cell phone app.

Bolton and Menk has a grant-funding group of 4 to monitor grant opportunities. They also provide MS4 and road inspections and will represent the interests of the Township with contractors. They will develop a budget for each project including tree-trimming and road striping. If hired, they will identify a service communication plan.

They will work hard to do a great job; they understand the struggles the Township has gone through. They have served communities across state with a large client base which provides a high degree of efficiency.

Supervisor Little made a motion to adjourn the meeting; Supervisor Wollak seconded; motion carried. Meeting adjourned at 8:55 am.

Respectfully submitted,

Kathy Sauer  
Township Clerk

Julie Johnson, Board Chairperson

Date

Kathy Sauer, Clerk

Date