

Town Board Meeting February 28, 2011

James Parent called a special Town Board meeting to order at 6:00PM in the meeting room at the Town Hall. Present were James Parent, Robert Schultz, Peter Jacobs, Roberta Thelen, Douglas Smith and 3 visitors. Barbara Anschutz was absent.

Clerk verified posting. Motion made/second Peter/Bob to accept the agenda. Carried.

Discuss/decide bids for Town Hall stairway replacement – Three bids came in for the project. Lowest was Peninsula Flatworks at \$24,600. Martell was second at \$39,000 and Zeise was third at \$49,600. There was a bit of an issue with Peninsula Flatworks bid, as he didn't have it on the proper form, nor was it signed. The architect will be getting the required information from Peninsula Flatworks no later than March 14. We can approve it conditionally as long as we receive the required documentation. Motion made/second Bob/Robert to conditionally award the contract to Peninsula Flatworks as long as the required documentation is received by March 14. Carried.

Discuss policy for vehicles on sidewalks for snow removal – Jim wanted to bring it to the Board's attention that someone was on the sidewalk with a pick-up truck plowing snow. We could just make a couple of phone calls or put an ordinance in place to restrict it. Clerk will contact the parties who were doing it and ask them to stop.

Update on bidding process for maintenance building – Bids will be opened on March 10. Jim received a call from a contractor asking if a negotiable letter of credit from their bank would be acceptable in place of a bid bond. The current bid bond is 10%, which means the contractor would have to come up with a cashier's check of about \$45,000. The architect and the Town's attorney was consulted and both said that it's acceptable, provided that any notes from the bank are, in fact, negotiable by the Town and that all contractors are given this option. The attorney said it was up to the Chair. The Chair felt it was acceptable and informed the architect to send out an addendum to all plan holders stating that this alternative method would be acceptable. Bob asked about the overhang on the building. Currently, the plan calls for no overhang on the building, but given the way the material works, it would end up with about a 2" overhang. If we wanted more, we can either do it as a pre-bid addendum, or a change order after the contract is awarded. The Board decided to do it as a change order.

Discuss/decide informational mailer in regards to Core Area referendum question – Anything that we send out would have to be factual and neutral. Mariah Goode from Door County Planning provided the County Plan's definition of "Core Area," along with a map, which could be included in the mailing. It should be kept simple and to the point. Rather than be a separate mailing, it will be included in the Annual Meeting mailing. After much discussion, Jim instructed each of the Board members to come up with some ideas and bring them to the next meeting, which is scheduled for March 7 at 6:00PM. Francha Barnard also volunteered to write something.

Motion made/second Peter/Roberta to adjourn at 6:48PM. Carried.

These minutes are subject to correction at the next regular monthly Town Board meeting.

Douglas Smith
Town Clerk