



"Changing our World One Drop at a Time"

Waterford Waterway Management District
Board of Commissioners Special Meeting Minutes
May 16, 2013

1. Call to Order, Pledge of Allegiance, Roll Call

Chairman Cornelius called the meeting to order at 7:00 PM at the Waterford Town Hall, Waterford, WI. Commissioners present were Paul Kling, Andres Peekna, John Bostrom and Gary Bluemel. Excused were Cmr's Don Baron and Barb Baron.

2. Determination of process steps to be included for Aquatic Plant Management Mechanical Harvesting.

- Dennis Hassenfang reviewed a revised bid proposal that included comments from the previous board meeting. He stated that the intent was to get bids, not quotations, so they could award a contract as soon as possible.
 - Jeff Thornton reviewed the board obligations and state law concerning the difference between soliciting quotes and bidding.
 - He told us that in any case, we were required to solicit bids to award work in excess of \$2,500. We are required to take the lowest responsible bidder. If we do not take the lowest bidder, we are required to state the reasons why.
 - He mentioned that there was probably no need for engineering or legal reviews at this time.
 - ✓ A motion was made by Cmr. Bluemel, seconded by Cmr Peekna, to allow the committee to proceed with the bidding process, using the revised proposal as presented in this meeting, with the following additions:
 - a. Require contractor to provide proof and minimums of insurance.
 - b. Capacities of equipment.
 - c. Specifications of equipment.
 - d. Any required terms and conditions that they have.
- Vote: 5 Yes, 0 No

3. Adjournment

- ✓ A motion to adjourn was made at 7:30 PM by Cmr. B. Baron, seconded by Cmr. D. Baron.
Vote: 5 Yes, 0 No

Respectfully Submitted,

Paul Kling
WWMD Secretary

Meeting Guests:

John Bjork
Dennis Hassenfang
Jeff Thornton