

**TOWN OF YARROW POINT  
COUNCIL SPECIAL MEETING MINUTES  
August 31, 2022  
4:00 p.m.**

The following is a summary of the proceedings and is not a verbatim transcript.

**CALL TO ORDER:**

Mayor Katy Kinney Harris called the meeting to order at 4:00 p.m.

**PRESENT:**

**Mayor:** Mayor Katy Kinney Harris

**Councilmembers:** Stephan Lagerholm  
Carl Scandella  
Chuck Porter  
Andy Valaas  
Kathy Smith

**Staff:** Bonnie Ritter – Clerk Treasurer  
Austen Wilcox – Deputy Clerk  
Stacia Schroeder – Engineer

**Guests:**

**1. APPROVAL OF AGENDA.**

**MOTION:** Motion by Councilmember Valaas seconded by Councilmember Scandella moved to approve the agenda

**VOTE:** 5 For. 0 Against. Motion carried.

**REGULAR BUSINESS**

**2. AB 22-47: Accepting lowest responsive bidder B&B Utilities & Excavating, LLC for the NE 36<sup>th</sup> St. Stormwater project**

Town Engineer Schroeder discussed the bids received.

Council discussed:

- Contractor references
- Material storage
- Project design
- Project cost
- Project project timeline

**MOTION:** Motion by Councilmember Valaas seconded by Councilmember Porter moved to authorize the Mayor to enter into a contract with lowest responsive bidder B&B Utilities &

Excavating, LLC to perform the NE 36th St stormwater project in the amount not-to-exceed \$208,275.00.

VOTE: 5 For. 0 Against. Motion carried.

**3. AB 22-48: Approve Gray & Osborne, Inc to provide Construction Management and Inspection Services for NE 36<sup>th</sup> St Stormwater Project**

Council discussed the proposed contract from Gray & Osborne, Inc to provide construction management inspections services for the NE 36<sup>th</sup> St Stormwater project. The Town Engineer will work hand in hand with the Gray & Osborne onsite inspector.

MOTION: Motion by Councilmember Scandella seconded by Councilmember Valaas moved to Accept Gray & Osborne, Inc to provide construction management and inspection services not-to-exceed cost of \$35,800.00 for the NE 36th St Stormwater Project.

VOTE: 5 For. 0 Against. Motion carried.

**4. AB 22-49: Confirmation of resident Steve Fleming to the Stormwater Utility Advisory Committee**

In 2011 the Council formed the Utility Advisory Committee (UAC) to make policy recommendations to the Council concerning stormwater utility rates, the collection of funds, and the purpose for which they shall be used. The UAC is to consist of a minimum of three, but not more than five residents. There is a vacancy that needs to be filled on the UAC, and Mayor Harris has recommended Steve Fleming to fill that vacancy.

MOTION: Motion by Councilmember Porter seconded by Councilmember Smith moved to confirm resident Steve Fleming as the third member of the Stormwater Utility Advisory Committee.

VOTE: 5 For, 0 Against. Motion carried.

Mayor Harris discussed an upcoming movie night at Morningside Park taking place Sept 10 at 7:00 PM.

**5. ADJOURNMENT:**

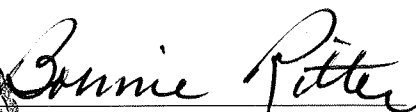
MOTION: Motion by Councilmember Lagerholm seconded by Councilmember Porter to adjourn the meeting at 4:22 p.m.

VOTE: 5 For, 0 Against. Motion carried.

APPROVED:

  
Katy Kinney Harris, Mayor

ATTEST:

  
Bonnie Ritter, Clerk-Treasurer

