



## **MINUTES OF THE TOWN OF BARNES ROADS AND RIGHT OF WAY COMMITTEE**

February 11, 2019

Members present were Don Dealing, Greg Martin, Tom Emerson, Jim Frint, Mark Holm  
Also present for observation, Barnes resident Sue Jansen  
Meeting called to order at 9:05am, quorum established  
Motion to approve minutes of 2/4/2019 passed without change, Martin/Frint

### **Statements of Qualification**

Committee members used standardized QBS score sheets to evaluate submissions for consulting engineer for the South Shore bridge project. Scores were varied but furnished a good basis for selection of candidates. Top three companies, highest to lowest score, were: Cooper, CORRE, and Cedar.

Next stage of the selection process will be to contact references for each of these top three and to arrange for interviews.

### **Road Management Plan**

The committee reviewed written submissions, furnished by Chris Webb, of three candidates to consider as consultant for a township road management plan. Discussion centered on whether it is necessary to pay for a separate consultant if doing so would simply duplicate work that has already been done. The committee understands that Morgan and Parmley has been on retainer as a consultant since the Lake Road project and this relationship might simply be continued rather than hire another firm for road management plan.

Committee also feels a three year plan would be more workable and useful than a five year plan.

Motion by Dealing, second Martin, discussion by committee; passed unanimously:

*Roads and Right of Way committee recommends to Barnes township council that Morgan and Parmley, under retainer, be utilized as needed in crafting a three year management plan.*

### **Documents and Procedures to Discontinue Roads**

Township offices have in file various prototype documents, specifically notification letters to property owners, which may be used for roads that have been identified for discontinuance.

### **Motion to Adjourn**

Martin/Emerson, passed unanimously, meeting adjourned 10:46am

Respectfully submitted, Mark Holm, recorder

**NEXT MEETING MONDAY, FEBRUARY 18, 2019, 8:00AM**