



# Board of County Commissioners Agenda Request

**2L**  
Agenda Item #

**Requested Meeting Date:** 2-10-26

**Title of Item:** Final Contract Payment 20253

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
<b>Submitted by:</b> John Welle		<b>Department:</b> Highway Department
<b>Presenter (Name and Title):</b> NA		<b>Estimated Time Needed:</b> NA
<b>Summary of Issue:</b> <p>Authorization by the attached resolution is requested to make final payment to Marvin Tretter Inc., Pierz, MN in the amount of \$1,705.70 for Contract No. 20253, which included replacement of the culvert box bridge on Morrison Township Road (430th Street) in County Ditch 27.</p> <p>The final contract amount of \$170,570.25 is 0.3% below the bid amount of \$171,149.25.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve resolution.		
<b>Financial Impact:</b> <p>Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$ 1,705.70</p> <p>Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <span style="float: right;">Please Explain:</span></p> <p>\$240,000 was budgeted for this project in 2025.</p>		

Contract Number: 20253  
Final Pay Request Number: 3

Project Number	Project Description
SAP 001-599-044	Morrison Township Culvert/Bridge Replacement

Contractor: Marvin Tretter INC. 26389 233rd.st. Pierz, MN 56364	Vendor Number: 9457 Up To Date: 01/02/2026
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Contract Amount		Funds Encumbered	
Original Contract	\$171,149.25	Original	\$171,149.25
Contract Changes	\$0.00	Additional	N/A
Revised Contract	\$171,149.25	Total	\$171,149.25

Work Certified To Date	
Base Bid Items	\$170,570.25
Contract Changes	\$0.00
Material On Hand	\$0.00
Total	\$170,570.25

Project	Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
SAP 001-599-044	\$0.00	\$170,570.25	\$0.00	\$168,864.55	\$1,705.70	\$170,570.25

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$0.00	\$170,570.25	\$0.00	\$168,864.55	\$1,705.70	\$170,570.25
Percent: Retained: 0%			Percent Complete: 99.66 %		
Amount Paid this Final Pay Request: \$1,705.70					

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, and pursuant to, the terms of the Contract is as shown in this Final Voucher.

\_\_\_\_\_  
John Welle – P.E. No. 24340  
Aitkin County Highway Engineer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Marvin Tretter Inc.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Account Number

Project No. : SAP 001-599-044  
Final Pay Request No. : 3  
Contract No.: 20253

**Certificate of Final Contract Acceptance**  
**Final Voucher Number: 3**

This is to certify that to the best of my knowledge, the items of work shown in the Statement of Work Certified herein have actually furnished in accordance with the Plans and Specifications. This Project has been completed in accordance with the Laws, Standards and Procedures of as they apply to projects in this category, and if applicable, approved by the Federal Highway Administration.

Dated \_\_\_\_\_ Signature \_\_\_\_\_ County/City/Project Engineer

The undersigned Contractor hereby certifies that the work described has been performed in accordance with the terms of the Contract, and agrees that the Final Value of Work Certified on this Contract is \$170,570.25 and agrees to the amount of \$1,705.70 as Final Payment on this Contract in accordance with this Final Voucher.

Contractor: Marvin Tretter INC. By \_\_\_\_\_

And \_\_\_\_\_ And \_\_\_\_\_ State of ,

On This \_\_\_\_\_ Day \_\_\_\_\_, \_\_\_\_\_, Before me appeared \_\_\_\_\_ To me known to

(Individual Acknowledgment)

be the person who executed the foregoing Acceptance and Acknowledged that he/she executed the same as \_\_\_\_\_ free to act and deed

(Corporate Acknowledgment)

\_\_\_\_\_ And \_\_\_\_\_, to me personally known, who, being each by me duly sworn

each did say that they are respectively the \_\_\_\_\_ and \_\_\_\_\_ of the

\_\_\_\_\_ Corporation named in the foregoing instrument, and that the seal affixed to said instrument is the Corporate Seal of said Corporation, and the said instrument was signed and sealed in behalf of said Corporation by authority of its

\_\_\_\_\_ and said \_\_\_\_\_ and \_\_\_\_\_

acknowledged said instrument to be the free act and deed of said Corporation.

Notarial My Commission as Notary Public in \_\_\_\_\_ County

Seal Expires \_\_\_\_\_ Signature \_\_\_\_\_

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, the terms of the Contract is as shown in this Final Voucher.

This Contract is hereby accepted in accordance with the Specification 1516. Final acceptance of the Contract will be effective upon full Execution, by the Contractor and the Department, of the "Certificate of Final Acceptance" included with the Final Voucher.

Dated \_\_\_\_\_ Signature \_\_\_\_\_ District Engineer

Aitkin County Highway Department  
1211 Air Park Drive  
Aitkin, MN 56431

Contract No: 20253  
Final Pay Request No. 3

**Aitkin County Highway Department  
Certificate of Final Acceptance  
Board Acknowledgment**

Contract Number: 20253  
Contractor: Marvin Tretter INC.  
Date Certified: 1/02/2026  
Payment Number: 3

Whereas; Contract No. 20253 has in all things been completed, and the County Board being fully advised in the premises, now then be it resolved; that we do hereby accept said completed project for and in behalf of Aitkin County Highway Department and authorize final payment as specified herein.

State of

I, \_\_\_\_\_, Aitkin County Administrator, within and for said county do hereby certify that the foregoing resolution is a true and correct copy of the resolution on file in my office.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

At \_\_\_\_\_,

Signed By \_\_\_\_\_

Aitkin County Administrator

(SEAL)

Contract Payment Summary				
Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2025-06-29	\$169,570.25	\$8,478.51	\$161,091.74
2	2025-08-18	\$1,000.00	(\$6,772.81)	\$7,772.81
3	2026-01-02	\$0.00	(\$1,705.70)	\$1,705.70

Contract Funding Category Summary						
Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
Non-Participating		\$32,526.25	\$0.00	\$32,200.99	\$325.26	\$32,526.25
Participating		\$138,044.00	\$0.00	\$136,663.56	\$1,380.44	\$138,044.00

Contract Funding Source Summary					
Accounting Number	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
005	Town Bridge	\$1,605.70	\$161,149.25	\$161,149.25	\$160,570.25
009	Township	\$100.00	\$10,000.00	\$10,000.00	\$10,000.00

Project Payment Summary					
Project	Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
SAP 001-599-044	1	2025-06-29	\$169,570.25	\$8,478.51	\$161,091.74
SAP 001-599-044	2	2025-08-18	\$1,000.00	(\$6,772.81)	\$7,772.81
SAP 001-599-044	3	2026-01-02	\$0.00	(\$1,705.70)	\$1,705.70

Project Funding Category Summary						
Project	Funding Category Name	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
SAP 001-599-044	Non-Participating	\$32,526.25	\$0.00	\$32,200.99	\$325.26	\$32,526.25
SAP 001-599-044	Participating	\$138,044.00	\$0.00	\$136,663.56	\$1,380.44	\$138,044.00

Project Funding Source Summary					
Project	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
SAP 001-599-044	005	\$1,605.70	\$161,149.25	\$161,149.25	\$160,570.25
SAP 001-599-044	009	\$100.00	\$10,000.00	\$10,000.00	\$10,000.00

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SAP 001-599-044	1	2021.501	MOBILIZATION	LS	\$10,000.00	1	0	\$0.00	1	\$10,000.00
SAP 001-599-044	2	2051.501	MAINT AND RESTORATION OF HAUL ROADS	LS	\$1.00	1	0	\$0.00	0	\$0.00
SAP 001-599-044	3	2104.503	REMOVE PIPE CULVERTS	L F	\$20.00	54	0	\$0.00	54	\$1,080.00

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SAP 001-599-044	4	2106.507	EXCAVATION - COMMON (P)	C Y	\$7.00	591	0	\$0.00	591	\$4,137.00
SAP 001-599-044	5	2106.507	COMMON EMBANKMENT (CV)	C Y	\$8.00	448	0	\$0.00	448	\$3,584.00
SAP 001-599-044	6	2118.507	AGGREGATE SURFACING (LV), CLASS 5	C Y	\$40.00	381	0	\$0.00	341	\$13,640.00
SAP 001-599-044	7	2412.502	10X6 PRECAST CONCRETE BOX CULV END SECT	EACH	\$16,500.00	2	0	\$0.00	2	\$33,000.00
SAP 001-599-044	8	2412.503	10X6 PRECAST CONCRETE BOX CULVERT	L F	\$1,275.00	58	0	\$0.00	58	\$73,950.00
SAP 001-599-044	9	2451.507	STRUCTURE EXCAVATION CLASS U (P)	C Y	\$7.00	657	0	\$0.00	657	\$4,599.00
SAP 001-599-044	10	2451.507	GRANULAR BACKFILL (LV)	C Y	\$20.00	465	0	\$0.00	465	\$9,300.00
SAP 001-599-044	11	2451.507	COARSE AGGREGATE BEDDING (CV)	C Y	\$45.00	46	0	\$0.00	55	\$2,475.00
SAP 001-599-044	12	2511.507	RANDOM RIPRAP CLASS III	C Y	\$80.00	34	0	\$0.00	34	\$2,720.00
SAP 001-599-044	13	2563.601	TRAFFIC CONTROL	LS	\$2,000.00	1	0	\$0.00	1	\$2,000.00
SAP 001-599-044	14	2573.503	SILT FENCE, TYPE HI	L F	\$4.00	1068	0	\$0.00	920	\$3,680.00
SAP 001-599-044	15	2573.503	FLOTATION SILT CURTAIN TYPE STILL WATER	L F	\$20.00	30	0	\$0.00	30	\$600.00
SAP 001-599-044	16	2575.501	TURF ESTABLISHMENT	LS	\$2,000.00	1	0	\$0.00	1	\$2,000.00
SAP 001-599-044	17	2575.504	ROLLED EROSION PREVENTION CATEGORY 20	S Y	\$7.75	335	0	\$0.00	491	\$3,805.25
<b>Base Bid Totals:</b>								<b>\$0.00</b>		<b>\$170,570.25</b>

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
SAP 001-599-044	PARTICIPATING	\$0.00	\$138,044.00
SAP 001-599-044	NON-PARTICIPATING	\$0.00	\$32,526.25

Contract Change Item Status
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Project	CC	Line	Item	Unit Price	Contract Quantity	Contract Amount	New Item or Adj to Existing	Quantity This Request	Amount This Request	Quantity To date	Amount To date
Contract Change Totals:									\$0.00		\$0.00

Contract Change Totals			
Number	Description	Effective Date	Amount

Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining

Contract Total				\$170,570.25
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**Resolution #20260210-xxx Final Contract Payment 20253**

**WHEREAS**, Contract No. 20253 has been completed, and the County Board being fully advised in the premises.

**NOW THEREFORE BE IT RESOLVED**, that the Aitkin County Board of Commissioners does hereby accept said completed contract for and on behalf of the County of Aitkin and authorize final payment to Marvin Tretter Inc. in the amount of \$1,705.70.

Adopted this 10th Day of February, 2026 By The Aitkin County Board of Commissioners.

Attest:

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J. Mark Wedel  
County Board Chair

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David J. Minke, County Administrator  
Clerk to the County Board

**STATE OF MINNESOTA}  
COUNTY OF AITKIN}**