

Carlos Area Fire Joint Powers Agreement (JPA) Meeting Minutes

Date: Monday, October 13, 2025

Start Time: 6:30 PM

Location: Carlos City Office

1. Call to Order

- Roll Call / Members Present
 - Ronna Berghoff, City of Carlos
 - Colten Steidl, Carlos Fire Department
 - James Young, City of Carlos
 - Bill Krivanek, Carlos Township
 - Dwayne Waldorf, Carlos Township
 - Andy Miller, Belle River Township
 - Sign In List
 - Introduction of Board and those in attendance.
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2. Approval of Meeting Minutes

- Review and approval of minutes from September 22nd, 2025
 - Motion to approve minutes: **Waldorf, second Krivanek – Passed**
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3. Reports

a. Treasurer's Report

- Same as previous month no funds spent.
- Current Balance \$9,966.53
 - Motion to approve: **Berghoff, second Waldorf - Passed**

4. Old Business

a. Project Discussion

- Discussion with Architects
 - Dustin at Ringdahl Architects –
 - 2.6 million -3 million
 - Widseth – Bill called and have not heard back yet

- JLG – have not heard back yet
- Budget of 3 million, talk with local Architects about what we want and get quotes
 - JLG (James), Ringdahl (Bill), Widseth (Bill)
 - What is their fee to do a project? – break out into preliminary, construction and construction administration
- Morton Buildings reached out and offered some information:
 - Morton offers a lease financing for any building they sell and construct. We would make annual payments for 15 years and then at the end of the lease, the building is owned by the JPA or the City. Along with the lease, we would get complete architectural design for a fee of 1% of the final cost of the building. If we would spend \$3M, the design fee would be \$30,000. We could adjust and modify the design as much as we need for no additional cost. Once the structure is completed and we purchased the building from Morton, the \$30,000 is removed from the total so it would essentially be free design. The only stipulation is that we would need to purchase the building from Morton. If we had them do all the design work and then go with a different construction company, we would still owe the \$30,000.
 - He would like to present at the next meeting
- Requesting Civil drawing and possibly M and E from Bolton and Menk, as these can be re-used.
 - We were not to M and E yet with Bolton and Menk, and they confirmed we have everything we have paid for.
- What does insurance companies say, they may dictate steel vs. wood?
 - From research we have done, we have not found any insurance company in Minnesota that specifies a fire hall cannot be wood frame.

5. New Business

a. Building Committee

- Committee Members:
 - Mike Swendsrud
 - Lawrence Keenan
 - Fire Department Members
 - 2-3 Fireman
 - Nobody from this committee present at tonight's meeting.

b. Bonding

- Jason looking for permission to talk with local banks
 - Motion to give permission: **Waldorf, second Miller – Passed**
- Discussed we want to hear from Morton before we start these discussions
- We also need to update our service agreement with Jason at Drown and Associates
 - Motion to enter into continued service agreement with Drown and Associates: **Waldorf, second Berghoff – Passed**

c. Fundraising

- No discussion at this meeting

d. Cecko Construction Co.

- Reached out and offered to attend tonight's meeting, introduced himself and what his company can offer. Answered questions from the board.
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6. Miscellaneous

- a. None
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7. Next Meeting Date and Time

- Confirm: **October 27th, 2025** – 6:30 PM at **Carlos City Hall**
 - Preliminary Agenda Items:
 - Hear from Morton Buildings about their leasing
 - Jason from Drown and Associates to discuss bonding
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8. Adjournment

- Motion to adjourn: **Kirvanek, second Waldorf – passed.**
- Adjournment time recorded: 7:31 pm
- Notes completed by: Ronna Berghoff, Carlos Area Fire JPA, Secretary; City of Carlos, Mayor

JPA BOARD CONTACT INFORMATION:

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