

Carlos Area Fire Joint Powers Agreement (JPA) Meeting Minutes

Date: Monday, November 10, 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
 - Jason Murray, Drown and Associates
 - 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 October 27th, 2025
 - With correction of last meeting minutes date change.
 - Motion to approve minutes: **Krivanek, second Waldorf – Passed**
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3. Reports

a. Treasurer's Report

- Current Balance \$9,966.53
- Motion to approve: **Waldorf, second Miller – Passed**

4. Old Business

a. Project Discussion

- Jason Murray – Drown and Associates
 - Consider lease impact
 - He would continue to be a municipal advisor to the JPA

- Get Morton legal documents, have Jason and Fryberger review these documents.
- Jason discuss with Fryberger to ensure that it works with current JPA agreements
 - I have looked at the documents sent. Generally, yes, this is an option the group can decide to move forward with. I would, however, have edits to the documents. To directly answer Bill's questions:
 - No election or reverse referendum applies for lease-purchase agreements.
 - The projects financed by lease-purchase agreements ARE subject to public bidding. For purposes of the bid requirements contained in Minnesota Statutes, Section 471.345, "the amount of the contract" shall include the total of all lease payments for the entire term of the lease under a lease-purchase agreement.
 - Please note that if the dollar amount is over \$1,000,000, it is subject to net debt limitations.
 - Perhaps Jason had already discussed this with you, but this lease-purchase agreement option is something you can do locally here with Jason and I. Similar to other direct purchase bond deals, Jason can get quotes from different local banks for this lease-purchase structure. As your bond counsel, I would draft the required documents. This would most likely result in lower costs to do the deal and lower interest payments.
- Discussion with Architects
 - Dustin at Ringdahl Architects –
 - 2.6 million-2.7 million range if we took one bay off, combination of wood and metal for the different parts of the building.
 - Feels that a construction manager would not be necessary since Dustin would be able to do it himself.
 - Invite Dustin from Ringdahl Architect to next meeting to present to us.
- Reviewed Pros/Cons with Morton presentation from last meeting
 - Talked about lease option but increased interest rate to have them finance it.
 - Move the project along and break ground sooner
 - Possibly not a local bank since they are based in Kansas City

5. New Business

a. Building Committee

- Committee Members:
 - Mike Swendsrud – Bill will call and invite
 - Lawrence Keenan – Ronna will call and invite
 - Fire Department Members

- 2-3 Fireman

- Invite them to meeting after we have heard from Ringdahl.

b. Bonding

- Jason continuing to get rates from local banks, but hasn't heard back on specific rates to help guide decisions.

c. Distributing correct information to townships and city

- Ideas: letter to the editor, informational flyer (school backpacks), website, community calendar
 - What information do we want share.
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6. Miscellaneous

- a. None
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7. Next Meeting Date and Time

- Confirm: **November 24th, 2025 – 6:30 PM at Carlos City Hall**
 - Preliminary Agenda Items:
 - Hear from Dustin at Ringdahl Architects if Dustin cannot come, we will cancel and meet 12/8/2025.
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8. Adjournment

- Motion to adjourn: **Waldorf, second Young – passed.**
- Adjournment time recorded: 7:35 pm
- Notes completed by: Ronna Berghoff, Carlos Area Fire JPA, Secretary; City of Carlos, Mayor

JPA BOARD CONTACT INFORMATION:

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