

Carlos Area Fire Joint Powers Agreement (JPA) Meeting Minutes

Date: Wednesday, May 28, 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
 - Bill Krivanek, Carlos Township
 - Dwayne Waldorf, Carlos Township
 - Andy Miller, Belle River Township
 - James Young, City of Carlos
 - Adam Luckhart, Bolton and Menk
 - Jared Voge, Bolton and Menk
 - Attendance list
 - Introduction of Board
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2. Approval of Meeting Minutes

- Review and approval of minutes from May 12th, 2025
 - Motion to approve minutes: **Waldorf, second Krivanek – Passed**
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3. Reports

a. Treasurer's Report

- No Treasurer's Report
- Bolton and Menk bills totaling \$93,251.00
 - Carlos Township - \$69,938.68
 - City of Carlos - \$13,987.74
 - Belle River - \$9,325.16
- Outstanding bills

- Bolton and Menk believe there are no more bills coming for current concept design, but if there are changes there will be expenses incurred.
- These are not complete designs that can go to construction and bids, these are just concept designs. Around \$160,000 more to get to construction for precast design.

4. Old Business

a. Project Discussion

- **Bolton and Menk**
 - Reviewed building and concept design options.
 - Talked about total dollar amount being nothing more \$3 Million
 - But the cost is still up in the air due to June 3rd special meeting for Carlos Township.
 - Construction Quality Options
 - Good, Better, Best
 - In the Construction Admin Number from Bolton and Menk they discussed what is all covered. They want that number to include everything and will not need a check later on, when extra services are needed later on.
 - PEMB would be a \$1.4 million savings from a precast
 - Current Sq Ft around 14,400
 - Specifics codes for a Fire Hall compared to other buildings – yes, example discussed the size of a water line. So it may not be the structure integrity but other things that increase cost.
- Loan/Grant opportunities
 - USDA Loan – adds considerable time to the timeline and has to meet certain specifications; our research shows it would take 24-36 months to abide by their specifications.
 - FEMA BRIC Grant - adds considerable time to the timeline and has to meet certain specifications; our research shows it would take 24-36 months to abide by their specifications.
- Do we stay with Bolton and Menk –
 - All depends on June 3rd meeting discussion and what dollar amount feels sufficient.
 - Also depends on a more firm number we get from Bolton and Menk to discuss for next meeting.
- Next Steps:
 - Wait on June 3rd Special Meeting
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5. New Business

a. Township & Community Feedback

- June 3rd Special Meeting will be held for Carlos Township
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6. Miscellaneous

- Email sent to Dist. 206, to see if 5 year timeline can be extended. Waiting to hear back. Verbal feedback from Rick Stanstead (superintendent), they likely would approve this, but looking to get this in writing.
 - Will follow up with a phone call as we have not heard back from them.
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8. Next Meeting Date and Time

- Confirm: *June 9th, 2025 – 6:30 PM at **Carlos City Hall***
 - Preliminary Agenda Items:
 - Discussion about reverse vote from Carlos Township
 - Continued Project Review, firm up dollar amount and solidify parameters.
 - Bolton and Menk to supply clearer dollar amounts.
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9. Adjournment

- Motion to adjourn: **Krivanek, second Waldorf – passed.**
- Adjournment time recorded: 8:09 pm
- Notes completed by: Ronna Berghoff, Carlos Area Fire JPA, Secretary; City of Carlos, Mayor

JPA BOARD CONTACT INFORMATION:

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