

Carlos Area Fire Joint Powers Agreement (JPA) Meeting Minutes

Date: Monday, November 24th, 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
 - Dustin Tomoson, Ringdahl Architects
 - 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 November 10th, 2025
 - Motion to approve minutes: **Krivanek, second Waldorf – Passed**
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3. Reports

a. Treasurer's Report

- No treasurer's report.

4. Old Business

a. Project Discussion

- Dustin Tomoson, Ringdahl Architects
 - Liner panel, epoxy floor, clear span, floor drains– prefab metal building (\$175 square foot) – prices based off of recent projects.
 - Office space (\$200 square foot) – more finished look, steel stud
 - Taking off one bay, decreasing office space – roughly 14,000 square feet.
 - Pole barn – cheaper but doesn't last as long and isn't as structurally sound.
 - Site development would be about \$500,000 (driveways, concrete, retention pond); overall costs \$3.5 million

- 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 + site work + design fee = brings it to roughly 3.5 million.
- Hose tower would not be too expensive to include or accommodate, if we choose to include it.
- Feels that a construction manager would not be necessary since Dustin would be able to do it himself, as he is local and can clarify questions.
- Design, bid, build is Ringdahl's process and they can educate us throughout the process and not lead us astray.
- Contractors and General Contractors – throughout bid process we can keep it local but may only get 3 bids, where as if it is open it can create more competition, lower bids.
- Discouraged leasing option, as we would be paying more, in the end.
- First thing to do would be a building committee.
 - Go through the plans we already have, and go through and decide what we need and take out what we don't need.
 - Bidding and Admin is through Ringdahl and monthly construction meetings
- When does payment start – 25% schematics design, 25% for design development, 35% construction documents, 5% for bidding, 10% for construction admin.
- 5-7% are going to be design fee – but it will be a flat fee – about \$150,000-200,000
- Middle of next year (June 2027) start construction. 9-10 months worth of construction.
- How can we change the narrative with the public and if we go with Ringdahl does he believe it will help, he believes we can change a bit of the narrative with offering more information throughout the process.

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 12/8/2025 meeting.

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: **December 8th, 2025 – 6:30 PM at Carlos City Hall**
 - Preliminary Agenda Items:
 - Hopefully have building committee present, educate them of what we have learned from Morton, Jason Murray, Joe Cecko, Jason Murray and Ringdahl to help discuss which direction we should go moving forward. With a final decision being made in January and also discussion about legal representation.
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8. Adjournment

- Motion to adjourn: **Berghoff, second Waldorf – passed.**
- Adjournment time recorded: 8:04 pm
- Notes completed by: Ronna Berghoff, Carlos Area Fire JPA, Secretary; City of Carlos, Mayor

JPA BOARD CONTACT INFORMATION:

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