

# Carlos Area Fire Joint Powers Agreement (JPA) Meeting Minutes

**Date:** Monday, February 23, 2026

**Start Time:** 6:30 PM

**Location:** Carlos City Office

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## 1. Call to Order

- Roll Call / Members Present
    - Ronna Berghoff, City of Carlos
    - Jon Trenne, City of Carlos
    - Jake Steidl, Carlos Fire Department
    - Colten Steidl, Carlos Fire Department Chief
    - Bill Krivanek, Carlos Township
    - Dwayne Waldorf, Carlos Township
    - Andy Miller, Belle River Township
    - Rob Meyer, Carlos Township Resident
  - Introduction of Board and those in attendance.
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## 2. Approval of Meeting Minutes

- Review and approval of minutes from Feb 9th, 2025
    - Motion to approve minutes: **Waldorf, second Krivanek – Passed**
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## 3. Reports

### a. Treasurer's Report

- No Treasurer Report

## 4. Old Business

### a. Fire Department

- Discussion about fire in downtown Carlos and discussion about decisions made and how they impact public opinion.'
- Fire Chief stands by his decision and gave explanations for decisions to help the JPA board understand

## b. Project Discussion

- Email from Dustin at Ringdahl:
  - In talking with a local contractor, they are assuming that **the cost per square foot for the parking garage portion at \$190/sf (firm number)** and the **office/meeting room area at \$275/sf (could be reduced with finish selections being reviewed carefully)**. Each bay in the parking garage would be 75'x20' so use 1,500 sf per bay in determining the costs associated with that portion. Let's assume 2,000 sf for the office/meeting room portion at \$275/sf is \$550,000.00.
  - The site work is being budgeted at \$500,000 right now based on some assumptions and getting the survey/soil borings for the site. There are ways to bid it out with alternates to see what a reduced building size would cost.
  - This will be a bare bone's building with pole barn steel on the exterior and liner panel on the parking garage with gypsum walls and ceilings at the office/meeting room areas. Keeping finishes simple will help keep costs down.
  - Our proposal for the design of the project is attached and includes Architectural, Civil, Structural, and MEP. We will provide Schematic Design, Design Development, Construction Documents, Bidding Administration and Construction Administration. Excluded items are technology (cameras, computers, and key fobs) but we will show rough in locations for these items. FF&E will need to be cost effective as we discussed = **\$136,500 Ringdahl Fee**
- Annual Meeting discussion and how we want to increase attendance and ensure clear communication to decrease misinformation.
  - Bill presented a Douglas County Tax Rate table.
    - Carlos Township = .008-.031
    - Belle River Township = .145
    - City of Carlos = .523
  - This shows the factual data that Carlos Township is the lowest taxed township in Douglas County.
  - Discussion about annual meeting and how to present ideas
- Discussion and decision on design to present at annual meeting will include 6 bays and 2,000 sq/ft office and amenities area
  - **MOTION: Waldorf, second Miller – passed**

## 5. New Business

### a. Building Committee

- Committee Members:
    - Mike Swendsrud – Not Present
    - Lawrence Keenan – Not Present
    - Fire Department Members
      - 2-3 Fireman
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## 6. Miscellaneous

a. None

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## 7. Next Meeting Date and Time

- Confirm: **March 9, 2025** – 6:30 PM at **Carlos City Hall**
  - Preliminary Agenda Items:
    - Discuss next steps forward and prep for Township Annual meetings, so prepared with clearer numbers for conceptual design to educate Carlos and Belle River Township residents.
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## 8. Adjournment

- Motion to adjourn: **Berghoff, second Waldorf – passed.**
- Adjournment time recorded: 7:57 pm
- Notes completed by: Ronna Berghoff, Carlos Area Fire JPA, Secretary; City of Carlos, Mayor

## JPA BOARD CONTACT INFORMATION:

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