

Carlos Area Fire Joint Powers Agreement (JPA) Meeting Minutes

Date: Monday, May 12, 2025

Start Time: 6:30 PM

Location: Carlos Event Center

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
 - Attendance list
 - Introduction of Board
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2. Approval of Meeting Minutes

- Review and approval of minutes from April 28th, 2025
 - Motion to approve minutes: **Waldorf, second Miller – Passed**
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3. Reports

a. Treasurer's Report

- Ending balance \$9,967.16 as of 4/30/2025
 - Another bill from Bolton and Menk – for \$48,000
 - Motion to approve treasurer's report: **Waldorf, second Young - Passed**
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4. Old Business

a. Project Discussion

- Carlos Township board meetings have continued to be spirited with disgruntlement about the annual meeting decision about the original “up to” levy amount. Even with reassurances from Carlos Township and JPA, this has not been sufficient.
- Krivanek followed up with these concerns to Bolton and Menk. Responses to these questions and concerns were:

- Do we (the JPA) have any outstanding balance with Bolton & Menk.
 - Yes, there are outstanding fees. Both Bolton and Menk and our consulting partners had mobilized and were accumulated fees developing construction documents for the previous design before we paused that effort. I don't have that final value immediately available, but we can get that.
- If we were to end the relationship with Bolton & Menk, would there be any legal repercussions and would we own any monies or fines?
 - If a parting of ways becomes the only remaining remedy (we of course hope that is not the case and remain committed to finding the new path) we can talk through what is needed for a smooth transition. To oversimplify, a paid final invoice is often the final step in those rather rare instance where we cannot find an agreeable pathway together.
- Of the nearly \$76K we have paid to you so far, would any of it be transferable to a less costly design.
 - The cost to complete a follow-up design is contingent on what modifications the follow-up design needs to take on. If it is as simple as a change in wall materials that is different from reconfiguring the building in a significant way. During our meetings together we have amassed a detailed understanding of the "wants" and "needs" so I would submit that we remain best positioned to optimize as many of those into the next more affordable iteration of the building as possible.
- Many contractors and builders have appeared at our meetings and presented us with metal and wood firehall buildings that were less than \$3.5 million to build and at least a couple less than \$2 million. What would be your estimated fee for design and engineering for such a project on a percentage basis?
 - Ideally, to ballpark a fee it would be good to see the projects they are referencing and when they were built to understand the type/size/fit out of those structures for comparison to what we are tracking for the Carlos Area. It's common for those examples to be similar yet different in notable ways. Because we already have some of the legwork completed for certain things that won't probably change much (example: sitework) a straight percentage is difficult to gauge.
- Continued discussion on fire hall project design adjustments, questions and frustrations from Carlos Township residents.
 - Holding construction cost down to minimum
- What are our current options:
 - Stay with Bolton and Menk – make them cut the project down, and pay them more
 - Fire Bolton and go with another firm
 - Consider Widseth plans, which would cost around \$30,000 to update, based off of 2011 plans. Projected cost would still be larger than what residents would want to pay.
 - Work with Carlos Townships residents to allow for a reverse vote to go through.
- Next Steps:

- Discussion about reverse vote.
 - Conversation to be had with Bolton and Menk to get cost down or consider other options.
 - What have we all already paid for and what they can do moving forward.
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5. New Business

a. Township & Community Feedback

- What are the specifications of the building?
 - Discussion of the JPA Board meeting decisions and wish lists given to Bolton and Menk and throughout, through further discussion this is now a mute point.
 - Carlos Township, believes there has not been enough transparency so they want it stopped.
 - Discussion about the JPA percentages breakdown.
 - Carlos City will only be paying only \$500,000 and Carlos township residents feels that is “not right”
 - There are 3 ways they can reverse the vote these were outlined by Krivanek. He discussed his opinion about how to move forward.
 - Discussion about what the reverse vote would all include, and this would also be to withdraw from the JPA agreement.
 - There has been too much work into this to see get pushed aside ahead.
 - Discussion about the Carlos Township annual meeting, and the “lack” of notice the public received, and the public is still disgruntled about the lack of notice.
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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 Sanstead (superintendent), they likely would approve this, but looking to get this in writing.
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8. Next Meeting Date and Time

- Confirm: *WEDNESDAY, May 28th, 2025 – 6:30 PM at Carlos Event Center*
- Preliminary Agenda Items:

- Discussion about reverse vote
 - Continued Project Review
 - Discussion with Bolton and Menk with clear expectations.
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9. Adjournment

- Motion to adjourn: **Krivanek, second Waldorf – passed.**
- Adjournment time recorded: 7:50 pm
- Notes completed by: Ronna Berghoff, Carlos Area Fire JPA, Secretary; City of Carlos, Mayor

JPA BOARD CONTACT INFORMATION:

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