

Carlos Area Fire Joint Powers Agreement (JPA) Meeting Minutes

Date: Monday, August 3th, 2026

Start Time: 6:30 PM

Location: Carlos City Hall

1. Call to Order

- Roll Call / Members Present
 - Ronna Berghoff, City of Carlos
 - Jon Trenne, City of Carlos
 - Bill Krivanek, Carlos Township
 - Dwayne Waldorf, Carlos Township
 - Andy Miller, Belle River Township
 - Colton Steidl, Carlos Fire Department, Fire Chief
 - Dustin Tomoson, Ringdahl Architects
 - Jake Steidl, Carlos Fire Department
 - Mike Swensrud, Carlos Township Resident
 - Joe Cecko, Cecko Construction Co; CMAR of the Carlos Area Firehall project
 - Jason Murray, Drown and Associates
 - Mike Diebold, Carlos Township Resident
 - Mike Maudahl, Carlos Township Resident
 - Eric Thesing, Carlos Fire Department
 - Introduction of Board and those in attendance.
-

2. Approval of Meeting Minutes

- Review and approval of minutes from July 27th, 2026
 - Motion to approve minutes: **Waldorf, seconded Trenne – Passed**
-

3. Reports

a. Treasurer's Report

1. No Treasurers reports

4. Old Business

a. Project Discussion

- Review of bids that were submitted, Cecko Construction has opened, reviewed and organized bids
- Broken into many columns, base bid, with then 5 different Alternates.
- General discussion about bids that were received.
 - Work Scope #1 – Concrete, apparent low Tradesman Construction
 - Work Scope #2 – Metals, apparent low Boe Inc.
 - Work Scope #3 – Rough Carpentry, apparent low Tradesman Construction
 - Work Scope #4 – Finish Carpentry, apparent low Andrews Custom Carpentry
 - Work Scope #5 – Residential Casework, apparent low Schjenken – but not a complete bid, next would be Swedberg, waiting to hear back from Schjenken – going to go back and get bids specifically for p-lam.
 - Work Scope #6 – Insulation, apparent low M & M Insulation
 - Work Scope #7 – Doors, Frames and Hardware, apparent low Twin City Hardware
 - Work Scope #8 – Overhead Doors and Operators, apparent low Garage Door Store, but for a white door, red is a special order and it would add approximately \$20,000 – discussed that white doors is fine.
 - Work Scope #9 – Gypsum System, apparent low Andrews Custom Carpentry
 - Work Scope #10 – Acoustical Ceilings, apparent low Wood Acoustics
 - Work Scope #11 – Flooring, apparent low Arnquist Flooring
 - Work Scope #12 – Painting, apparent low Henkemeyer Painting Inc.
 - Work Scope #13 – Misc. Specialties, apparent low Construction Supply
 - Work Scope #14 – Window Treatments, apparent low Cullens Carpet One on mid grade line
 - Work Scope #15 – Fire Suppression, apparent low Security Fire Sprinkler – but declined nitrogen generator
 - Work Scope #16 – Plumbing, apparent low Masters Plumbing
 - Work Scope #17 – HVAC, apparent low Ellingson Plumbing and Heating
 - Work Scope #18 – Electrical, apparent low Vinco Electric
 - Work Scope #19 – Earthwork and Site Utilities, apparent low Seph Construction
 - Work Scope #20 – Asphalt Paving – no direct bidding all in earth work
 - Work Scope #21 – Landscaping, apparent low Alex Irrigation
 - 5% owner contingency – is bonded for right away and if it is not used it gets applied to the new balance going forward.
- Base bid amount= \$2,122,358.41
 - alt 1 = \$96,400 = generator – *Board voted No to alternate 1*
 - alt 2 = \$145,653.14 = asphalt – *Board voted no to alternate 2*
 - alt 3 = \$23,440.00 = recycled bituminous – *Board voted no to alternate 3*
 - alt 4 = \$8,720.10 = mini split – *Board voted no to alternate 4*
 - alt 5 = (\$19,705) = spring start – *Board voted no to alternate 5*
- Soft cost = \$217,102.95

- From Notes of CMAR, Joe Cecko:
 - None of the alternates 1-5 were accepted.
 - Alternate #3 was updated to reflect the accurate cost of \$23,727.53 if accepted and Tradesmen became the low Earthwork bidder.
 - I will pursue additional bids for p-lam casework for cost savings. Currently showing low complete oak casework proposal.
 - Add of \$19,542 for custom OH door color red was not accepted.
 - Changed window treatments to Cullen's mid-range grade blinds of \$2,664.86.
 - Add of \$13,950 for fire protection dry system nitrogen generator was not accepted.
 - Add of \$15,945 for lawn irrigation was not accepted. Owner will provide watering and maintenance.
 - A CMAR contingency is not included. Owner assumes risk in bid pricing being honored at time of contract execution.
 - Owner Soft Costs
 - Added legal fees of \$20,000.
 - Revised FF & E budget from \$128,00 to \$66,000.
 - Jason, please provide debt service fees to be added to Total Project Cost. For presentation purposes to the public, I feel it would be good to keep total project cost under \$2.7M if possible while still allowing for appropriate financial cushion.
- Jason Murray – capitalized interest included, used a number of \$2,475,000, but with capitalized interest around debt impact number would be \$2,700,000. Term of 20 years – look at attached.

<u>Uses of Funds</u>		
Construction of New Fire Hall		2,129,801.05
Furniture/Fixtures		66,000.00
Architect/Engineering		136,500.00
Contingency		105,000.00
Admin/Permits/Fees		5,598.00
Total Project Costs		2,442,897.05
Underwriter's Discount Allowance	1.50%	39,900.00
Unused Underwriter's Discount Allowance		-
Financial Advisor		19,000.00
Bond Counsel		20,000.00
Pay Agent Setup		750.00
Printing/Miscellaneous		1,750.00
Rating Agency Fee		-
Capitalized Interest		133,971.54
Other		-
Rounding		1,731.41
		2,660,000.00
<u>Sources of Funds</u>		
Bond Issue		2,660,000.00
City Contribution		-
Other		-
		2,660,000.00

- Carlos township passed the resolution to hold special meeting on Aug 6th to review the bids and formulate the question to be placed on the November ballot.
- Dan Burns with Fryberger Law will help write and finalize the question that will be placed on the ballot for November for Carlos Township.

5. New Business

a. Building Committee

- Committee Members:
 - Mike Swendsrud – Present – added comments throughout the review of bids
 - Lawrence Keenan – Not Present
 - Fire Department Members
 - 2-3 Fireman

e. Getting information out for special election vote in November:

- Public information meeting (monthly or just Mid-October)
 - Carlos Township meeting will be sending out a newsletter and explaining the project (Sept)
 - Schedule meeting with a one on one interview with Echo Press or letter to Editor
 - Open line
-

6. Miscellaneous

a. Discussion on how to inform our residents about the project to make a fully educated decision. – discussion just above.

7. Next Meeting Date and Time

- Confirm: **August 10th, 2026 – 6:30 PM at Carlos City Hall**
- Preliminary Agenda Items:
 - How to inform the public about the project

8. Adjournment

- Motion to adjourn: **Waldorf, second Berghoff – passed.**
- Adjournment time recorded: 9:02 pm
- Notes completed by: Ronna Berghoff, Carlos Area Fire JPA, Secretary; City of Carlos, Mayor

JPA BOARD CONTACT INFORMATION:

Dwayne Waldorf - Dwayne.waldorf@icloud.com; (320) 219-0409

Andy Miller - andysautorepair1@gmail.com; (320) 815-4142

Colten Steidl – cfd1251@gmail.com; (320) 766-0183

Bill Krivanek - bkrivanek1961@gmail.com; (320) 815-9751

Ronna Berghoff – rberghoff@cityofcarlos.com; (320) 491-1892

Jon Trenne – jtrenne@cityofcarlos.com; (320) 491-2126