

Waterville City Council and Waterville Economic Development Authority Joint Meeting
Monday, January 13, 2025 at 6:00 p.m.
200 Third Street South (Former Senior Center Room)

There was a special joint meeting that the Waterville Economic Development Authority & City Council held in the Senior Center at 6:00 p.m. on January 13, 2025.

EDA Call to Order / Roll Call

President Sue Myers called the Waterville EDA meeting to order at 6:00 p.m.

Present: President Sue Myers, EDA members: Scott Potter, William Conlin

Absent: Richard Davis

Approval of Agenda

Motion by Conlin, **Seconded** by Potter to approve the agenda. **Motion Carried 3-0.**

City Council Call to Order / Roll Call

Mayor Conlin called the meeting to order at 6:00 p.m.

Present: Mayor Bill Conlin, Council members: Sarah Edwards, Tim Smith, Scott Potter, City Administrator Teresa Hill,

Fire Committee: Chief Chris Meskan,

Absent: David Wollin

Special Guests: B.K.V. Group: Paul Michell, Government Management and Bess McCulloch, Project Manager and Architect **Knutson Construction:** Collin Bennett, Project Manager; Jack Gaskjen, Assistant Project Manager; Jordan Cepress Preconstruction Manager.

Approval of Agenda

EDA Motion by Conlin **Seconded** by Potter to approve the agenda. **Motion Carried 3-0.**

Council Motion by Smith **Seconded** by Potter to approve the agenda. **Motion Carried 4-0.**

New Fire Hall

B.K.V. Paul Michell conveyed to Council, EDA, Fire Committee, and Staff that being presented today is a 75% completion version of construction documents. When the design is 100 % completed it is considered done, and ready for the next step for approval. This would then go out for formal bidding. Working together with the design team, Fire Department, and Knutson Construction has been beneficial in developing this project and keeping it within budget. This will be a 5-million-dollar product. We feel comfortable with the budget. The project costs are the hard cost at \$4.4 million, soft cost at a little under \$600,000.00. There are alternative base bids, these are listed as cost-saving items, if the cost stays down, we may be able to work some of these items back into the project. Our next steps from here are to finish up the design and send it out for bids. **Knutson Construction Jordan Cepress** expressed Knutson and B.K.V. are steering the design to compile a viable project that stays within budget. When 75% of the design stage is reached, the strategy used is a little aggressive; being sent out for bids requesting alternate base bids. To accomplish this, we engage with the contractors more than typical. We reached out to over 200 contractors for this specific project. This is to get a gauge of interest in the bid and to see if it would come in at cost. 65 bids came in at 98% to 99% of the construction cost. The largest cost is generated from the sub-contractors. This strategy is performed for a few reasons. 1. To obtain a high level of confidence in the number. 2. To see if there is a lot of general interest in this project. 3. To receive feedback on interest or costs on this project. The timing is good right now because the market is dry. The budgeting efforts that have been made along with the current bid market are going to produce a great product. **EDA President Sue Myers** asked if this will this allow for expansion for future trucks? **Fire Chief Meskan** replied that there is plenty of room on the property, but nothing more will be needed. Meskan presented the floor plan starting with the turnout gear decon storage space. This will be a huge improvement for the Fire Department. This is a room to store all the turnout gear. This room will allow the off-gassing from all the carcinogens from being in a fire to be contained and ventilated. This will be set up with proper ventilation to expose at the top of the building. Currently, this off-gassing lingers in the current station for up to 3 days. This is due to the lack of ventilation. In this decon storage room, there will also be a gear extractor washer, and dryer for turnout gear. This will help eliminate exposure to toxins. **B.K.V. Paul Michell** relayed that there is also an ADA shower in the decon storage space along with two other showers in the main part of the building. To be able to shower within an hour of returning to the station is crucial to reducing exposure to contaminants. These types of carcinogens will attach to any exposed skin along with the turnout gear. The last thing a Firefighter wants to do is take these contaminants back home to their family or pets. The turnout gear will not go past this room. This will alleviate the carcinogens going into the living quarters and office area. There is an airlock system set up to keep the carcinogens and toxic fumes out of the living quarters. **Chief Meskan** mentioned that the bay will now be big

enough to work on the vehicles and trucks without having to pull them out to work on them due to the lack of space. The ceiling height in the bay is 17 to 20 feet. The doors will be wide enough to drive in without pulling in the side mirror. Also, the functional quarters of the bunk space will allow the continued relationship with North Medical first responders. The office space is desperately needed. In the current Fire Hall, 6 of us share an office space and is not functional for the needs or demand. This will allow the Relief, Captains, and myself to have our own office space. **EDA Myers** asked what the purpose of the shop was. **Chief Meskan** replied that this is where all the tools and workbench will be located. We have a SCC coordinator and it is their job to ensure that the safety equipment is properly maintained, inspected regularly, and readily available for use. They are currently working in any given space available to complete these tasks and we are storing the tools on all of the trucks. **EDA Myers** asked if the bay had garage doors on both sides. **Council Smith** replied yes, drive-through bay doors are privy in alleviation of the need to back up trucks. Fire trucks have extremely large blind spots. Most fire departments emphasize avoiding backing whenever possible and if it is necessary use a designated spotter.

EDA Myers asked about the mezzanine on top of the turnout gear decon storage, and is it acceptable to being affected by carcinogens, and what is the purpose? **B.K.V. Paul Michell** relayed that this will allow for storage, along with having a certified ICC 500 Storm Shelter that has a bathroom, and emergency lighting to follow code. In this room there will be concrete along the entire outside and on the top so that if the building were to collapse the shelter would still be standing.

EDA Meyers, can the roof come off in a tornado? **Paul Michell** replied yes, but not in that one corner. Noting that the bay size will allow the department to order standard equipment instead of special equipment to adjust to the size of the bay doors. The next step we are looking for is approval to finish the construction documents by February 7th, 2025. At this time the plans will be shared with Knutsons Construction to put out for bid, this is normally a 4-week process. **Knutson Construction Jordan Cepress** stated by obtaining 100% of the construction documents we will go out for a Public Prebid phase first. This is one of our bidding exercises. This is done by putting together 15-20 different bid packages depending on the trade. This will supply 100% of the work that needs to be covered. Knutson will only contract with responsible contractors. Once those packages have been bid and reviewed, Knutson will supply the City with recommendations before submitting the bids to you. All bids will be due back to share locally and publicly. Typically, you will see this come back during the end of March possibly going into April. **Knutson Construction Collin Bennett** stated that site work and digging could start in May to June. **EDA President Sue Myers** asked if this was going to be a pre-built structure, and are there going to be problems with the diamond pier load. **Knutson Construction Jordan Cepress** replied that they were aware of the soil conditions. Timing is going to be the key component to come in at cost and reasonable contractors. Starting in the spring is the most effective time to start. If we wait until the fall costs could be higher and the availability of contractors could be slim. There are some concerns about the soil but in the best-case scenario all exterior will be completed by the end of fall beginning of winter and the interior work will begin. **Council Smith** asked when the public meeting will be held to allow citizens to ask questions pertaining to this project. **B.K.V. Paul Michell** replied that any time Waterville wants to do an open house they are ready. **Council Smith** mentioned that several citizens have approached him about the cost of the building. This right now is going to be the lowest cost. Prices of product and time have only increased. **Knutson Construction Jordan Cepress** concurred that there is most likely a 4%-5% increase each year for overall costs for this type of construction. **EDA President Sue Myers** asked about the longevity of this building. **B.K.V. Paul Michell** replied that with regular maintenance this building should last 30-50 years. **Council Smith** asked about a general warranty on the construction. **Knutson Construction Collin Bennett** stated that the warranty is typically for 12 months. There will be a walk-through performed at the 11-month anniversary. **Council Edwards** relayed that the public open house will be extremely beneficial to any citizen. They see the department as successful in everyday work. Being able to educate the public along with showing them firsthand what the needs are and the struggles that the department is currently dealing with will help them understand the need. **Fire Chief Meskan** mentioned that Waterville is the busiest Fire Department in the county. Waterville has been dispatched to 213 calls in 2024. North Medical has also been at our current hall and will be moving with us to the new hall. Having them in this immediate area has stopped 2 cardiac arrests. **Council Edwards** agreed with the Fire Chief that North being here is privy, and sharing the fire hall with them only helps the citizens within our community. **Fire Chief Meskan** relayed that he would like to host the open house educational at the current Fire Hall. This will allow the citizens to see the lack of space and safety. The department will have beverages and snacks available. **Administrator Hill** stated that she will have information on the bonding bill, and will work with the County so there can be direct answers when it comes down to the tax impacts for citizens. The funding will be a lease revenue bond supplied by the EDA. There are 3 scenarios of funding presented for EDA to choose from and what works best for Waterville. **B.K.V. Paul Michell** stated if any additional questions come up feel free to reach out and ask the Chief or the Administrator to forward them to us and we will answer them.

EDA Motion by, Conlin Seconded by Potter to accept the drawing and move forward with this project. Motion Carried 3-0.

City Council Motion by, Potter Seconded by Edwards to continue moving forward with what we are seeing here. Motion Carried 4-0.

Adjourn -Waterville City Council

Motion by, Potter Seconded by Edwards to adjourn the meeting at 6:57 pm. Motion Carried 4-0.

William Conlin, Mayor

Teresa Hill, Administrator-Clerk

EDA Flood Grant Approvals

Motion by, Conlin Seconded by Potter to approve the Flood Grant Requests. Motion Carried 3-0.

Adjourn-Waterville EDA

Motion by, Conlin Seconded by Potter to adjourn the meeting at 6:58 pm Motion Carried 3-0.

William Conlin, Mayor

Teresa Hill, Administrator-Clerk