



## CITY COUNCIL SPECIAL MEETING MINUTES

Electronic Meeting

March 15, 2021 @ 6:30 p.m.

A. CALL TO ORDER Mayor Lepin called the meeting to order at 6:40 p.m.

B. ROLL CALL

Councilors Present: Mayor Jim Lepin, Councilors Scott Cowan, Dave Harms, Scott McPhee, John Sullivan

Councilors Absent: None

Staff Present: Kevin Kreitman, City Manager; Janelle Booth, Assistant City Manager/City Engineer; Forrest Reid, City Attorney; Kimberly Wollenburg, City Recorder

Presenters: None

C. CHANGES AND ADDITIONS TO THE AGENDA

None

D. PUBLIC COMMENT

*The public has the opportunity to address the Council during "Public Comment" while in the virtual meeting by virtually signaling by unmuting first, then those who call in will be acknowledged, or if the public prefers, may send written comments by email to [cityclerk@cityofmillersburg.org](mailto:cityclerk@cityofmillersburg.org). Please limit comments to one page and include your name and address. Emails received before 5:00 p.m. on the day of the meeting will be included and read into the record for comments by the Council.*

E. NEW BUSINESS

1) Fire Station Project Bid Award

City Manager Kreitman and Assistant City Manager/City Engineer Booth provided information regarding the evaluation and recommended bid award completed by the bid review team. They reviewed the breakdown and evaluation of the individual bids. Assistant City Manager/City Engineer Booth noted that the bid amount is not the total project cost which will later include contingencies, insurance, owner-furnished testing, owner's representative, equipment and furnishing, architects' support during construction, as well as capital costs for street, water, and sewer.

Mayor Lepin asked about City Manager Kreitman's and Assistant City Manager/City Engineer Booth's site visits to review structures Wildish Building Company had constructed. Mayor Lepin then asked about pursuing the bi-fold doors and City Manager Kreitman said based on the costs his recommendation is not to pursue.

Councilor Scott Cowan thanked the evaluation team for their work in selecting a contractor. Councilor Dave Harms asked clarifying questions about budgeting and how the bid breaks down including the costs not included in the bid. Councilor Scott Cowan also asked clarifying questions about the costs in addition to the bid amounts. Council and staff discussed the deductive alternate bid items and clarified contents.

Councilor Scott McPhee asked about Wildish, specifically regarding the work they did on the Albany Treatment Plant. Assistant City Manager/City Engineer Booth said she received positive feedback from Albany.

Action: **Motion to Award the Millersburg Fire Station 15 Project Schedule A and Deductive Alternative B2a to Wildish Paving Company dba Wildish Building Company in the total amount of \$6,025,230 made by Councilor Scott Cowan; seconded by Councilor Scott McPhee.**

City Attorney Reid wanted on record that Councilor Scott Cowan worked for Albany Fire Department and there is no monetary benefit to him and that he's using his professional judgment and experience in making the motion.

Mayor Lepin thanked City Manager Kreitman and Assistant City Manager/City Engineer Booth, noting that the effort started in 2017 when they first got support for this project and how long it has taken to get to this point. City Manager Kreitman noted the amount of change that has occurred over the last four years in cost increases for the construction of career stations.

Mayor Lepin noted that back then he noted we could do this without a bond and without a tax increase and this has proven that it could and was done.

F. CLOSING PUBLIC COMMENT  
None

G. CLOSING COUNCIL COMMENT  
Councilor Scott Cowan noted that the Fire Station project is a long term project and 50, 75 years from now it will still be there. Councilor Scott McPhee thanked everyone for their efforts. He then asked what is being looked at for a start date. Assistant City Manager/City Engineer Booth reviewed the process and noted that April is a possible start date. Completion of project is May 2022.

City Manager Kreitman asked the Council if there was any interest in doing a ground-breaking ceremony. There was a bit of discussion but no decision except to ask the Council to consider if they'd like to hold the ceremony. Councilor Dave Harms thanked everyone for their efforts to get to this point and the work they'll be doing going forward.

H. ADJOURNMENT Mayor Lepin adjourned meeting at 7:17 p.m.

Respectfully submitted:

Reviewed by:

Kimberly Wollenburg  
City Recorder

Kevin Kreitman  
City Manager

Upcoming Meetings & Events:

March 16, 2021 @ 6:00 p.m. – Planning Commission Meeting