

**MINUTES - BENSON CITY COUNCIL SPECIAL MEETING
CITY HALL
OCTOBER 24, 2024**

The meeting was called to order at 5:30 p.m. by Mayor Evenson at the Armory. Members present: Jack Evenson, Nancy Maanum, Gary Landmark, Dan Enderson and Chris Carruth. Members Absent: None. Also present: City Clerk Valerie Alsaker, Director of Finance Lisa Kent, Public Works Director Elliot Nelson, City Manager Rob Wolfington, CEDA Representative Hillary Tweed, Police Chief Ian Hodge, John Dokken, Glen Pederson, Andy Engan & Aaron Larson from Engan Associates and Reed Anfinson.

The Council recited the Pledge of Allegiance.

The Mayor stated the purpose of the meeting today is to review the plans and specs for Armory renovations. Engan introduced himself and Larson and said they are going to walk through the plans. Engan went on to discuss the following plans:

- Demo of the front of the building up to entrance into main room
- Remaining basement filled in which is the old shooting range. Demolition area filled in
- New foundation and footings
- Tie entrance into roof
- Current skate room turned into new electrical mechanical room
- New electrical storage
- New front door with short canopy
- Landscaping
- Entrance into vestibule that enters into main room
- Windows and overhead doors stay the same
- Garage shortened to new front of building, west end kitchen, middle bathrooms, east end mechanical & storage
- On the Kansas Ave. SE corner stubbed out new sewer and water
- Outside west wall all new, rest of outside patched & all painted to match
- 2 New windows in garage area, save 2 windows
- Main building new roof

Larson said these plans are the code minimums. There are deduct alternatives that can be stand alone projects to be done at a later date.

Council members asked questions on the drawings. The Council moved to the Council Chambers at 6:00 p.m.

Engan and Larson went through the packet of information. A sample schedule with an estimated project length of one year, which will align with the grant timeline we need to have the project done.

There was review of the cost summary page. With demolition, construction, contingency and non-contingency costs the predicted cost is \$2,335,578.00. Offered deductions came to an estimated \$602,835

with an estimated total cost after deducts of \$1,343,480.00. Engan said most costs came from previous bids that he tweaked for inflation. Actual sewer and water costs will be the responsibility of the city above and beyond the project total costs. Wolfington asked Engan what he guessed the cost of this would be, and he said possibly \$30,000. Wolfington asked about a MnDOT demolition permit since demo will be close to Hwy 29.

Engan said we can be ready to go out for bids by the end of the month. He wants to be sure we meet the grant timeline. If the City asks for a rush job, the contractor costs will go up.

Nelson noted on the deduct page, eliminating a grease trap was mentioned. He said he felt if we are having a kitchen, we need to include the grease trap as it is cheaper to install during construction than after. We currently require restaurants to have a grease trap, and said he feels we need to have one as well.

Tweed said if we put this project to bids, State DEED must approve plans before it goes out for bids. She went on to say the last project had a turn-around of 48 hours.

After discussion, it was moved by Enderson, seconded by Landmark and carried unanimously to approve taking the Armory project out for bids.

There being no further business to come before the Council a motion was made by Maanum, seconded by Enderson and carried unanimously to adjourn the Council meeting at 6:21 p.m.

Mayor

City Clerk