

SPECIAL COUNCIL SESSION  
CITY OF CROSSLAKE MINNESOTA  
JULY 14, 1994  
9:45 A.M. CITY HALL

The Council for the City of Crosslake, Minnesota met in the Council Chambers of City Hall on Thursday, July 14, 1994. The following Councilmembers were present: Mayor Kurt Anderson, Chuck Miller, Dean Swanson and Jack Webster. Absent was Lyle Arends. Also present was Ray Smyth, Chairman of the Community Center Planning Committee, Reporter Jean Paul Hudon and Darlene Roach, City Employee. There were no attendees in the audience.

Mayor Anderson called the meeting to order at 9:50 A.M. stating that the purpose of the special session was to approve the bills for the Emergency Services Center and to interview five of the architectural firms who had responded to the newspaper ad requesting proposals for the new Community Center project.

MOTION 7S1-01-94 WAS MADE BY CHUCK MILLER AND SECONDED BY JACK WEBSTER TO PAY ALL BILLS AS RECOMMENDED BY THE ECONOMIC DEVELOPMENT AUTHORITY CONSISTING OF: (1) BONESTROO, ROSENE, ANDERLIK AND ASSOCIATES FOR \$1,248.00; (2) GAMMELLO & SANDELIN, ATTORNEYS FOR \$418.00; (3) KACK DRUG FOR PHOTOS FOR \$11.16; (4) FIRST TRUST FOR ONE TIME FEES OF \$4,535.00; AND (5) REQUEST FOR FINAL PAYMENT FROM HAMMERLUND CONSTRUCTION ON FOUNDATION PROJECT FOR \$2,724.50. MOTION PASSED UNANIMOUSLY.

MOTION 7S1-02-94 WAS MADE BY DEAN SWANSON AND SECONDED BY CHUCK MILLER AT 9:55 A.M. TO RECESS THE SPECIAL COUNCIL SESSION UNTIL 10:00 A.M. MOTION PASSED UNANIMOUSLY.

In response to the newspaper ad, nine firms were scheduled to meet with the Council for a total of forty-five minutes each to deliver their proposal and answer any questions the Council may have. The Mayor prefaced the presentations by asking each firm what their responsibility was should a flagrant error be made on the plans which would cause the City to incur additional expense. The Mayor also stated the Council would like to see local contractors given an opportunity to bid on the various jobs if they so choose. The architect firm will work directly with the Community Center Planning Committee to develop a minimum of three designs which would then be presented to the City Council for final approval.

The following firms were interviewed during this meeting: Nor-Son Inc. of Brainerd; Stegner-Phelps Architect P.A. of Brainerd; Borden, Hennemuth Architects Ltd. of Minneapolis; Johnson, Sheldon & Sorenson Architects Inc. of Willmar; and Ankeny, Kell, Richter, Walsh of St. Paul.

Some of the questions asked by the Council were whether the architect firm had a preference over working with a construction manager versus a general contractor, what a realistic ground

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breaking date would be, what fees would the firm charge and what services would be included. With what frequency site visits would be conducted was also addressed.

The length of time required to come up with plans, how many meetings would be held and what type of exterior construction materials would be proposed were asked. All the firms felt that bidding the job in February or March would guarantee the best prices and all designs would be ADA conforming.

MOTION 7S1-03-94 WAS MADE AT 2:30 P.M. BY CHUCK MILLER AND SECONDED BY DEAN SWANSON TO CONTINUE THIS MEETING TO JULY 19, 1994 AT WHICH TIME THE FOUR REMAINING ARCHITECT FIRMS WOULD BE HEARD. MOTION PASSED UNANIMOUSLY.

Recorded and transcribed by:  
Darlene J. Roach

