

**CALL TO ORDER:**

The special meeting of the Sand Point City Council was held Thursday, October 13, 2022 in the City Chambers and telephonically. Mayor James Smith called the meeting to order at 7:09 p.m.

**ROLL CALL:**

James Smith	Mayor	Present
Austin Roof	Seat A	Present
Allan Starnes	Seat B	Present @ 7:15 pm
Amy Eubank	Seat C	Present
Jack Foster Jr.	Seat D	Present – Telephonically
Marita Gundersen	Seat E	Present @ 7:13 pm
Arlene Gundersen	Seat F	Present

A quorum was established.

**Staff in attendance:**

Jordan Keeler, Administrator – Telephonically  
 Kurtis Gundersen, Finance Officer – Telephonically  
 Jade Gundersen, City Clerk  
 Julius Karlsen, Public Works Director – Telephonically  
 Ken Spjut, Building Maintenance

**APPROVAL OF AGENDA:**

Mayor James Smith requested a motion to approve the agenda.

**MOTION:** Council Member Austin Roof made a motion to approve the agenda.

**SECOND:** Council Member Arlene Gundersen seconded the motion.

**VOTE:** Motion passed unanimously.

**OLD BUSINESS:**

## 1. City Hall Repair Bid

Administrator Jordan Keeler explained three recommendations from the building surveyor which included in the interior wall and foundation, fascia of the building, and trenching and drainage. The City received only one bid submission from Kuchar for \$851,000. After the September City Council Meeting, Kuchar and City staff had a teleconference and discussed how the bid was higher than we anticipated and went through the proposal step by step to eliminate what wasn't needed or could be handled inhouse. As it stands right now, the lawn is higher than the foundation and water comes into the building in the entire front half from both the hill and the roof. Kuchar's recommendation is to do the three parts subsequentially. Following that discussing, with the removal of some things that can be handled in-house, the revised bid came in at \$697,000. One suggestion from Kuchar is for about \$11,000, to have two employees come back out to Sand Point to get better measurements, get soil measurements, locate certain things on the design that they are unsure about, and have a better estimation of time for distance of hauling materials. If they are able to do that, they can come back with a tighter proposal with fewer unknowns. Other options include not proceeding with this because of cost or doing just a portion of the work.

Ken Spjut stated that he does have all the gutters directed somewhere, the pump is set up under the building and used as needed, and there is no standing water under the building anymore. He has lighting and power hooked up under the building and improved accessibility.

Council Member Amy Eubank asked what kind of permitting is needed for the cost listed on the quote for \$13,000 and the cost of use of equipment when the City has equipment to use.

Administrator Jordan Keeler explained that they would bring a piece of equipment out that is the right size and possibly leave her for the City to purchase. The other equipment costs would include an exchange of money as they would be renting the City equipment.

Public Works Director Julius Karlsen added that it would make sense for them to bring equipment in if the City did not have the right equipment.

Council Member Jack Foster Jr. asked if our building insurance can help with the cost of the project. Administrator Jordan Keeler stated that the building is insured but this would not be covered because it is a cumulative maintenance issue. Council Member Jack Foster Jr. expressed concerns with the high cost of the project.

Council Member Austin Roof asked about a bond and whether that is an option on this. Administrator Jordan Keeler explained that there would be a surety bond on the company's end.

Council Member Allan Starnes commented that the equipment rental looked correct if they are bringing equipment with the cost of mobilization and demobilization, but does not know where the \$13,000 cost for permitting comes from. Administrator Jordan Keeler agrees and that can be discussed.

Administrator Jordan Keeler added that with the work Ken has done, that could reduce the cost by \$45,000, and that may reduce some other costs including per diem and travel. He discussed the use of ARPA funds to offset the cost of the project.

Council Member Austin Roof asked what Ken's priorities are to help prolong the use of the building, whether demolition of the building to building a small building would be an option, and if the bid price could change if there are increases in cost.

Administrator Jordan Keeler stated that the inspection of the building done shows that the building is structurally sound considering the age and environment and the cost of a new building would have to be a long-term project. He added that the ARPA fund balance is \$256,000.

Mayor James Smith discussed the evaluation of the building and how the issues begin where the concrete foundation ends.

Ken Spjut expressed concerns about the size of the excavator they are planning to bring out and whether it is necessary and too big to work in the area.

Council Member Amy Eubank asked if the employees of the company have been to Sand Point. Administrator Jordan Keeler stated that they had on the way back from another project in the region, but it was not the lead estimator.

Direction was given to administration to have Kuchar come out to reevaluate the project

**NEW BUSINESS:**

1. Police Chief Candidate Search Update

**PUBLIC COMMENTS:** None

**COUNCIL COMMENTS:** None

**ADJOURNMENT:**

MOTION: Council Member Arlene Gundersen made a motion to adjourn.

SECOND: Council Member Amy Eubank seconded the motion.

The meeting adjourned at 8:11 pm.



James Smith Sr., Mayor

ATTEST:



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Jade Gundersen, City Clerk