

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF THE CITY OF FOSSTON, POLK COUNTY MINNESOTA
November 2, 2021

Pursuant to due call and notice thereof, a special meeting of the Council of the City of Fosston, Polk County Minnesota was held in council chambers on Tuesday, November 2, 2021 at 3:00pm, 4:00pm, 5:30pm and 6:30pm.

The meeting was called to order by Mayor Offerdahl with the following members present: Anderson, Bosselman, Dufault, and Mulry. Absent: None. Others in attendance were: Cassie Heide, Sarah Manecke and Dave Larson.

Mayor Offerdahl stated the purpose of the meeting was to conduct interviews for selecting civil engineering services. The city received four (4) proposals for City Engineering Services: Moore Engineering, Karvakko PA, Widseth and Advanced Engineering and Environmental Services (AE2S).

Moore Engineering was the first interview at 3:00pm. Clif Allen and Tyson Hajicek were present to discuss their qualifications and services they have to offer. Moore Engineering represents over 180 Minnesota and North Dakota communities and have long-term relationships with their clients, some for nearly 60 years. Their mission is to improve lives by building strong communities. Some of the ways they can help the city is through web mapping, funding opportunities, listening to our needs, early bidding of projects, maintaining project budgets, reliable record drawings, meeting project goals and managing construction issues. They offer a variety of different services: municipal engineering, transportation engineering, GIS web mapping, surveying, water, and wastewater, environmental and drones. Allen and Hajicek emphasized the importance of capital improvement planning and GIS mapping to get information into a central location, so staff and engineers can forecast & collaborate on future street projects, etc.

Karvakko PA was the second interview at 4:00pm. Michael Karvakko and Keith Kinnen were present to discuss their qualifications and services they have to offer. Karvakko is a relatively young and small firm, but they have been serving Fosston for nearly 10 years. They are a regional expert in municipal engineering, aviation, landscape architecture, and environmental projects. Their team prides itself on the strong communication and responsiveness to each of their clients. Karvakko's typical workflow includes project scoping, design, bidding and construction. Karvakko expressed the importance of reviewing the capital improvement plan and working closely with city staff. The key to a successful project is communication – firm but fair. Karvakko currently has all the City of Fosston maps on CAD software but stated that GIS mapping is an option.

Widseth was the third interview at 5:30pm. Lee Cariveau, Rich Clauson, Larry Van Hout, Gail Levenson, and Garrett Borowtcz were present to discuss their qualifications and services they have to offer. Widseth has been serving the City of Fosston as its city engineer for more than 20 years and have completed over 150 projects. They have 9 locations throughout the region with 200 plus professionals. Some of the services they provide include civil engineering, electrical

engineering, environmental engineering, GIS, funding, land surveying, structural engineering, and water quality. The City of Fosston has used just about every service they offer. They know Fosston very well and pride themselves on understanding the community, participating in local events, and shopping local. As the city engineer, they review preliminary plans, review plats, attend council meetings, work with city staff, maintain city maps, assist with funding, assist with permitting and regulatory guidance and act as a liaison between the city and contractors or regulatory agencies. When asked by Bosselman where they see Fosston in 5 years, Cariveau stated he believes the city will continue to grow both residentially and industrially with continual infrastructure updates and necessary improvements to streets and sidewalks.

Advanced Engineering and Environmental Services, AE2S, was the final interview at 6:30pm. Jarda Solc and Shawn Gaddie were present to discuss their qualifications and services they have to offer. AE2S has been in business for 30 years and have over 300 employees. AE2S specializes in providing high-quality engineering services such as planning and financial services, civil engineering, GIS, surveying/mapping, instrumentation and controls, modeling, structural engineering, electrical engineering, and construction engineering. Gaddie has worked with the City of Fosston to develop individual control mechanisms for the City's Industrial Pretreatment Program and developed water and wastewater rates in-line with the cost of service being provided for all user classes service by the city, including multiple industrial and large users. Solc noted the importance of developing a capital improvement plan to understand the needs of our community and how to ensure recommended improvements are the right project and the right time for Fosston. If the City of Fosston were to select AE2S as the city engineer, some of the benefits would include a responsive team, specialized services, and a commitment to long-term success. When asked by Bosselman where they see Fosston in 5 years, Solc stated he believes there is opportunity for industrial and residential growth due to being in the perfect location along Highway 2. He says we have a great economic base and are committed to making our community an excellent place to live, work and visit. Solc encouraged the city to continue to be proactive and ready for opportunities to arise.

A brief discussion was held amongst council as to the pros and cons of each engineering firm that presented. Mayor Offerdahl noted that regardless of who is chosen as the city engineer, the vision needs to be "ours", we need to raise our expectations and be more proactive. If the city were to remain with Widseth, it will be important to hold them more accountable and not become complacent.

No action was taken.

There being no further business to come before the council, motion was made by Anderson, seconded by Mulry to adjourn. Motion carried by unanimous vote.

Cassandra Heide, City Administrator