

**MINUTES
OF THE REGULAR MEETING OF THE
VETERANS MEMORIAL COMMITTEE
HELD AT CITY HALL
APRIL 19, 2013
7:30 AM**

I. CALL TO ORDER

Chairman Goergen called the meeting to order at 7:30 a.m.

II. ROLL CALL

Answering roll call were Members Benson, Christiaansen, Kieffer, Kojetin, Lonsbury, Olson, Reed, Schwartz and Goergen.

Guests: John Keprios, Dick Crockett, and Denny Schulstad

III. APPROVAL OF MEETING AGENDA

Motion by Member Lonsbury and seconded by Member Reed to approve the meeting agenda, as presented.

Ayes: Benson, Christiaansen, Kieffer, Kojetin, Lonsbury, Olson, Reed, Schwartz and Goergen. Motion carried.

IV. ADOPTION OF CONSENT AGENDA

Motion by Member Lonsbury and seconded by Member Reed to approve the Consent Agenda as follows:

A. Approval of the March 15, 2013 Veterans Memorial Committee Meeting Minutes.

Ayes: Benson, Christiaansen, Kieffer, Kojetin, Lonsbury, Olson, Reed, Schwartz and Goergen. Motion carried.

V. COMMUNITY COMMENT

There were no members of the general public present at the meeting.

VI. STANDING COMMITTEE REPORT

A. FUNDRAISING REPORT

Member Olson noted that he compiled a list of the possible donor names and has submit that information to Ms. Aarsvold, which has been distributed to the Committee.

Member Benson noted that he had spoken with two potential donors and provided an update.

Member Olson commented on the testimony, which was given at the Senate hearing the previous week.

The Committee recognized a verbal donation that has been pledged, contingent upon the Committee obtaining the remaining necessary funds. It was noted that the Committee should attempt to gain a written pledge from that donor.

Mr. Keprios noted that someone had volunteered to host a donation event at his home in the future.

Member Olson stated that he spoke with Cardarelle and he had not yet spoken with Kraus Anderson.

Chairman Goergen stated that on April 30th there will be a large gathering of contractors at Target Field and advised that Member Cardarelle plans to attend that event in attempt to reach out to multiple vendors.

Member Lonsbury stated that the costs have never been broken down by components in order to provide actual information to vendors that could provide in-kind services. He stated that the fundamental problem is that the Committee feels that they need to raise the money to pay someone in order to move forward. He stated that has held the group back for three years.

Mr. Keprios noted that there are not specifications and construction drawings. He confirmed that Member Cardarelle is going to approach Kraus Anderson in order to determine if they could donate those services in-kind.

Member Kojetin confirmed that the cost for the architect to complete the plans and specifications would be another \$38,000 and he is not willing to donate those services.

Chairman Goergen provided an update on the recent meeting with Mayor Hovland and City Manager and noted that Mayor Hovland will approach the Council in attempt to provide a loan to the Committee to pay the architect.

Member Kojetin stated that he will see Mayor Hovland and City Manager tonight and will bring up the issue as well.

Mr. Keprios stated that they did not actually ask Mayor Hovland and City Manager for the money, they volunteered the option and were aware that the Committee may not be able to pay the loan back.

Denny Schulstad provided additional information to the Committee on fundraising efforts and methods.

Dick Crockett left the meeting at 8:00 a.m.

Chairman Goergen stated that there have been some issues with the donation pledge from the Rotary. He stated that the Committee learned from a third party that the grant would be contingent upon the remaining funds being raised. He noted that he sent an email in response to the Rotary towards the end of March and did not receive a response.

Member Reed confirmed that the actual amount that the Committee has in the account.

Chairman Goergen confirmed that the Committee will continue to work on the master list.

Member Olson reminded Committee Members to inform Ms. Aarsvold when contact has been made so that another Member does not reach out to that same person.

Denny Schulstad stated that the best way to build momentum is to start the project. He explained that it is hard for people to pledge money if they are not sure the project will actually happen. He then exited the meeting at 8:12 a.m.

VII. REPORTS/RECOMMENDATIONS

A. MEETING ON APRIL 4TH WITH SCOTT NEAL AND MAYOR HOVLAND

Scott Neal arrived at 8:12 a.m.

Scott Neal noted that the first Council meeting in May has a full agenda and believed the second meeting on May 21st would be a better time to present the idea to the Council. He stated that in previous projects similar to this that he has worked on in other cities he has found that tradesman will want to contribute with in-kind services rather than cash. He explained that the best method to present that to a contractor is to have the plans, as without plans confusion can occur. He believed that it would be best to pay for the plans so that the Committee will own the plans. He believed that would be the best approach to the Council, to ask for assistance in funding the cost for the plans. He stated that it is not unusual for the City to pay for the plans for things within City parks. He stated that he and Mayor Hovland are willing to put their names behind a recommendation to fund the cost of the plans.

Chairman Goergen questioned if the Committee should then proceed with Bob Cost for the creation of the plans or go outside of Cost and approach Kraus Anderson.

Member Christiaansen stated that he believes that a group such as Kraus Anderson would be a better fit.

Scott Neal stated that cities are not allowed to do design build projects and provided additional information. He stated that if the Council approves the action he could speak with the City Attorney in order to obtain additional clarification.

Member Lonsbury stated that the question is whether there would be an advantage to shop the construction drawings to other firms or to simply go with Bob Cost.

Member Christiaansen noted that the Committee was selective in the past with the decision that SCH would do the design and advised that if another firm was chosen that could change the plans. He noted that the cost would not only include the drawings but would also include oversight through the construction process. He stated that the cost could be restructured as to whether the construction management services are needed or simply the drawings.

Member Reed stated that it would be to the advantage of the Committee to determine if Bob Cost could reduce his cost for simply developing the plans.

Member Kojetin stated that he would speak with Member Cardarelle tonight in regard to Kraus Anderson.

Member Lonsbury stated that the next step would be to go to the Council to ask for the loan. He stated that if the Council approves that request the Committee could then go to Bob Cost and Kraus Anderson to determine the costs for construction drawings.

Mr. Keprios believed that the Committee should make contact with Bob Cost to determine his actual cost since time has passed since the original bid was given.

Motion by Member Kojetin and seconded by Member Schwartz to direct staff to contact Bob Cost to confirm the current cost to develop the construction drawings and plans.

Ayes: Benson, Christiaansen, Kieffer, Kojetin, Olson, Reed, Schwartz and Goergen.

Nay: Lonsbury. Motion carried.

Scott Neal stated that in his experience with similar projects that he worked on in other cities the process has not been shock and aw and is instead built on a slower scale.

Scott Neal and Member Olson left the meeting at 8:47 a.m.

VII. STANDING COMMITTEE REPORTS

A. MARKETING/COMMUNITY RELATIONS

Member Schwartz stated that he would be speaking to the Historical Society at 2:30 p.m. on this coming Sunday.

B. RESEARCH (KIAs) REPORT

No report.

C. DESIGN/ARCHITECTURE REPORT

Member Reed stated that he has not been satisfied with the attitude of the artist. He stated that the cost of copper continues to rise and explained that copper is used in bronze. He advised that he has an artist friend that does sculpting and she uses a family run foundry out of Osceola, Wisconsin who specializes in eagles. He noted that he has talked to the business and they would be more than happy to talk to the Committee and provide a cost estimate. He stated that he would be willing to go there and provide some ideas and rough dimensions as the business would like to work with the Committee. He recommended that the Committee explore that option.

Member Benson believed that was a good idea and stated that he would go with Member Reed to the business.

Mr. Keprios confirmed that the artist does not have a contract with the artist but noted that the artist has completed the small replica. He confirmed that the item is complete but the Committee does not yet have it. He was unsure of the usual process as he believed the artist would have to take the smaller version to the foundry.

Member Kojetin believed that the Committee should have that item since it has been paid for.

Members Reed and Benson confirmed that they would visit the foundry in Osceola to gather additional information.

IX. ADJOURNMENT

Meeting adjourned at 8:57 a.m.