BOARD MEETING MINUTES
Special Board Meeting

Date: July 9th, 2026
Location: 32090 151st Street, Princeton

Board Members Present	Staff Present	Others Present
Jim Artmann	Michelle Aaseby – Clerk	Lon Negen
Edward Evens – Vice Chair	Francine Larson – Treasurer	Dean Stienessen
Mike King - Supervisor	Zach Guttormzon - Deputy Treasurer	Carter Huber
*Denotes Partial Attendance		Amanda Helm
		Troy Engen
		Dave Claxton
		Derek Anderson

Regular Meeting

1. **Call to Order** Meeting was called to order by Chair Artmann at 3:00 p.m. A quorum was present.

2. **Pledge of Allegiance** Artmann led the Board in the Pledge of Allegiance.

3. **Presentation and Q&A From Negen Architects** Provided a brief intro with his background. Has built many buildings like what Blue Hill is looking for. Enjoys the challenge of working with smaller budgets. If hired as construction management, he would waive the bidding/negotiation fee and admin fees as they would be part of the construction management fee. Willing to bid alternates so we can modify what wants vs. needs. Explained how his bidding process works (with sending RFP out to contractors) and how we will get to our budget amount without going over.

4. **Presentation and Q&A from HMA Architects** Provided brief intro of HMA background. Sauk River Watershed District Office, Sauk Rapids Community Center/Government Center, St. Joseph, Sartell City Hall. Enjoys working with municipalities and watching the dream become a reality. Explained their building process; start with simple layout bubble diagram and slowly add details. Budget conscious, along with codes (Building, ADA, etc.) Then would ask about septic, future use of old building, etc. Turned over to board for questions. Board asked how/when we will know a more narrowed down price point. Dean explained that the cost per sqft would get narrowed down as soon we pick our finishings. HMA will sit in on interviews, we will pay HMA only per sqft on finished product. Discussion was had about the possibility of a hybrid budling (pole barn garage area, stick build for office area).

5. **Presentation and Q&A from Structural Buildings** Structural has been around 40+ years, family-owned business in 3 locations. Offer full architectural and engineering services, value engineering to maximize budget. Prides themselves on accurate budget planning and cost estimating. They can provide an inexpensive design but consider it cost-plus. They would like to be hired as architects along with construction manager but will certainly still do work for the budget cost.

6. **Board/Committee Discussion re: Interviews** Board is not set on stick frame or steel frame. Budget is important, along with municipality references. Committee recommends hiring Structural for $5,000.00 to do the architectural engineering. Further discussion to be had at regular board meeting.

7. **Motion to Adjourn the Meeting**
   - *Motion by Evens, second by Artmann, to adjourn the meeting. All in favor; motion passed. Meeting adjourned at 5:12 p.m.*

Respectfully submitted by Michelle Aaseby, Blue Hill Township Clerk

Michelle Aaseby — 7/9/2026

Clerk Signature — Date

I certify that the foregoing is a true and correct copy of the minutes approved by the Blue Hill Town Board.

[illegible] Chair

Signature & Title

7/13/26

Date