Facilities Committee
Meeting Minutes
June 7, 2012

The meeting was called to order at 4:30 PM

Members Present: Eric Rasmusson, Ann Gill, Ken Iverson
Members Absent: John Roth, Dave Boggs
Also Present: Ron Severson, Shawn Hamilton, Sandy Pommier, Susan Bates, Kevin Callahan, Joe Przenslio, John Watters
Media: Terry Christensen, Christina Chapman

A motion to approve the minutes from the May 3, 2012 meeting was made by Iverson, seconded by Gill. Motion carried.

No Public Comment.

Claims:
Administration Building-Motion by Gill, seconded by Iverson. Motion carried.
Courthouse-Motion by Gill, seconded by Iverson. Motion carried.

Facility Requests:
IT Director John Watters requested that the American Radio relay League, Inc. use the Radio Facilities at 310 DuPont Road in support of 2012 Field Day Exercise on June 22-June 24, 2012. A motion to approve the request was made by Iverson, seconded by Gill. Motion carried.

Board Room Window Treatments:
County Administrator Hamilton told the committee that there was a miscommunication with the Maintenance Department as to who was looking into the matter. He stated that EMA has leftover tinting that could be used and he will have quotes for the installation of blinds at the next meeting.

Administration Building Vending Machines:
Hamilton stated that the current owner of one soft drink machine and one candy machine has asked if the county wants to purchase the machines ($800 & $1200). Hamilton added that he had received requests for healthier choices to be put in the machines. The committee agreed to not purchase the vending machines.

Administration Building HVAC Study:
Maintenance Supervisor Joe Przenslio told the committee that the engineer for Johanson and Anderson had retired and they are looking for a replacement, therefore the study has not been done. A discussion was held in regards to the cost of the study and the cost of the repairs of the system. A motion was made by Iverson, seconded by Rasmusson to rescind the original motion of the not to exceed $5000.00 for the study and to invite Johnason and Anderson to present a quote for the repairs. Upon roll call, one nay (Gill), 2 ayes (Iverson, Rasmusson). Motion carried.

Parking Lot-Save A Lot Property:
Hamilton presented the plan developed by Chamlin & Associates with a cost of $200,000.00. The committee discussed the property owner's, Public Building Commission, financial responsibility for the project. Severson added that the county would be responsible for funding the project. Also discussed was the one year timeframe required by the City of Morris to complete the project. Hamilton praised the Highway Department for their work on maintaining the parking lot. PBC will be reviewing the plans on June 13th.

No executive session needed.

No old/new business.

A motion to adjourn was made by Gill, seconded by Iverson. Motion carried.

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