

Facilities Committee

Meeting Minutes

October 4, 2012

The meeting was called to order at 4:30 PM

Members Present: Eric Rasmusson, Dave Boggs, Ann Gill, Ken Iverson

Members Absent: John Roth

Also Present: Ron Severson, Sandy Pommier, Kevin Callahan, Heidi Miller, Susan Bates, Joe Przenieslo, Susan Hudson, Guy Christensen, Bob Schmude

A motion to approve the minutes from the September 6, 2012 meeting was made by Boggs, seconded by Iverson. Motion carried.

Approval of Claims:

Administration Building-Motion by Gill, seconded by Iverson. Motion carried.

Courthouse-Motion by Boggs, seconded by Iverson. Motion carried.

Save-A-Lot Parking Lot:

Bob Schmude, Chamlin & Associates, updated the committee on the direction that was given by the Morris Development Review Committee during their meeting on September 13, 2012. The prints have been revised to reflect the modifications given. Chamlin provided a proposal for the next steps, bidding and project management. The base work for the parking lot will be completed this fall and in the spring of 2013 the asphalt work will be done in tandem with the City of Morris's projects. Finally, the landscaping, lighting and signage will be completed. A motion to authorize Chamlin and Associates to bid the project was made by Gill, seconded by Boggs. Motion carried.

A motion was made by Boggs, seconded by Iverson to recommend to the County Board the approval of the proposal for construction staking, inspection & administrative services for the Courthouse East parking lot improvements in the amount of \$11,250.00. Motion carried. A discussion was held in regards to the bidding and award timelines and the committee decided to move the November 8 meeting to October 25 at 3:30 PM.

Mental Health Director Susan Hudson attended the meeting to address the space needs of the Mental Health and Substance Abuse Division. The committee took the request under advisement. The matter will be revisited at the next scheduled meeting.

Administration Building HVAC System: Severson updated the committee on the status of Precision Control's repairs. Also discussed was the installation of the new generator.

Boggs addressed the problem of the light shining through the west windows of the board room during meetings and asked that it be resolved before next year.

Boggs stated that the Personnel Committee had recommended the Maintenance employees wear like shirts bearing their names. Maintenance is to check with the Courthouse Maintenance staff to see where they get theirs.

A discussion was held in regards to the use of Community Service workers and the need for some areas of the building to be better cleaned.

Rasmusson left the meeting at 5:25 PM.

Heidi Miller, Land Use Director, discussed and presented a proposal from Narvick Bros. for the removal of vinyl base in downing room at the Animal Control Facility and install trim to the wall and floor for the sum of \$780.00. A motion was made by Boggs, seconded by Gill to approve the proposal as presented. Motion carried.

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