

Facilities Committee

Meeting Minutes

June 9, 2011

The meeting was called to order at 4:30 PM

Members Present: John Roth, Ken Iverson, Dave Boggs

Also Present: Ron Severson, Sandy Pommier, Susan Bates, Joe Przemyslo, Mike Boyle

A motion to approve the minutes from the May 5, 2011 meeting was made by Iverson, seconded by Boggs. Motion carried.

A motion to approve the claims for the Administration Building was made by Boggs, seconded by Iverson. Motion carried.

A motion to approve the claims for the Courthouse was made by Iverson, seconded by Boggs. Motion carried.

There were no Facility Use requests.

Chairman Roth read aloud the figures for the bid proposals for the private sewage disposal system for the Animal Control Facility that were opened earlier in the day. The two bidders were Zeiter's Septics Unlimited and HD Backhoe Service LLC. Zeiter's Septics Unlimited proposed \$5050.00 using the existing tank and \$6050.00 using a new tank; HD Backhoe Service LLC proposed \$18,520.00 using a new tank.

Mike Boyle, Director of Environmental Health, was asked to review the bid documents/proposals and presented his proposal recommendation. Upon his review, Boyle suggested that Zeiter's Septics Unlimited be selected for the project.

A motion was made by Iverson, seconded by Boggs to approve Zeiter's Septics Unlimited's proposal not to exceed \$6050.00. Motion carried.

County Project Updates:

Marketti told the committee that the Courthouse project is completed with the exception of the acoustic problem and sound system in the third courtroom, which is being addressed by the Public Building Commission.

Marketti also stated that the new 911 Facility is nearing completion and the funding for the equipment is in the process of being approved.

Boggs told the committee that the trees at the Animal Control facility had been planted, however the water system is not completed.

Under New Business, Roth told the committee that one of the full-time maintenance personnel had submitted his resignation effective July 1, 2011. Severson added that he has attempted to communicate the need for additional maintenance help for months in

order to be proactive in planning for replacement positions. Roth stated that he had spoken to Joe Przenieslo, Supervisor of Maintenance, who was in attendance at the meeting. Przenieslo told the committee that the job duties have grown due to the addition of buildings and projects that were contracted out in the past are now being done by the maintenance staff. The committee discussed the immediate need to hire a full time employee with HVAC and electrical experience to prepare for the replacement of the Supervisor position when vacated due to the current staff not having or interested in learning the needed experience. Severson added that there were concerns in regards to any electrical work being done by a union electrician; however the committee determined that it was not an issue. Roth stated that HR has been notified and is working on the job description for the position. A motion was made by Boggs, seconded by Iverson to authorize HR to post the position as soon as possible. Motion carried.

Boggs asked about the striping of the Save-A-Lot parking lot. Marketti stated that the project would be done by his maintenance staff.

Roth told the committee that he had been approached by a member of the public about the possibility of a county dog park. The committee found that it would be better appropriated as a private venture.

Under Old Business, Roth revisited the matter of omitting the preferred parking for board members. After it was voted on at a board meeting, it was brought to his attention that the matter was not on the agenda, therefore ineligible for action taken. Roth clarified that it was still the consensus of the board to no longer enforce the preferred parking but not to paint over the signage.

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