

Facilities Committee

Meeting Minutes

October 6, 2011

The committee was called to order at 4:30 PM

Committee Members Present: John Roth, Ann Gill, Ken Iverson, Dave Boggs

Absent: Eric Rasmuson

Also Present: Board Chairman Ron Severson, County Administrator Shawn Hamilton, Board Secretary Sandy Pommier, Chief Deputy Kevin Callahan, Maintenance Supervisor Joe Przenslio

A motion was made by Boggs, seconded by Iverson to approve the minutes from the September 8, 2011 meeting. Motion carried.

The committee reviewed and signed the claims for the Administration Building. A motion to approve the claims was made by Gill, seconded by Boggs. Motion carried.

The committee reviewed and signed the claims for the Courthouse. Boggs questioned a claim that was invoiced as being late. No late fees were applied. A motion to approve the claims was made by Boggs, seconded by Iverson. Motion carried.

There were no facility use requests.

County Project Updates:

Courthouse Project:

RFP for the Lightning Strike Study is still being worked on by Hamilton and IT Director John Watters. A draft will be presented at the next meeting.

Animal Control:

Hamilton told the committee that a memo had been drafted including the final punch list and distributed to June Krull and Heidi Miller. Pricing for the outstanding items will be determined at which time the items will be prioritized. Hamilton stated that he would have more information to provide at the next meeting.

The committee discussed the landscaping, parking lot, and epoxy flooring at the new facility. Hamilton told the committee that the flooring is estimated at approximately \$10,000.00 in addition to the fees from Narvick to tear down and move the kennels twice (\$6,000.00). The animals will have to be housed elsewhere, most likely to the old facility, for five days due to flooring process. A motion was made by Boggs, seconded by Iverson to authorize Hamilton to proceed with the flooring project not to exceed \$17,500.00. Motion carried.

911 Facility: Severson told the committee that Chris Kindelspire had stated that the facility would be occupied by late January 2012.

Old Animal Control Demolition:

Due to needing the facility to house the animals while the flooring project in the new facility is being done, the committee will further discuss the matter at the next meeting.

Resolution to Recognize D Construction for Donated Work:

The committee discussed the need for a resolution to recognize the companies that provide services to the county for no charge in order to clarify that the work was done as a donation to the county. Hamilton will provide a draft resolution at the next meeting.

No executive session was held.

Hamilton told the committee that he received an email from Kravitz Roof Consultants in regards to an inspection of the Administration Building roof for a fee of \$275.00. The committee instructed Hamilton to contact the Maintenance Department to look into the warranty on the roof.

Hamilton also stated that a few exterior doors of the Administration Building are rusting. The committee requested that he get estimated for replacement doors of a like kind.

Old Business:

Bates told the committee that the closing for the County Home was scheduled for tomorrow. The committee briefly discussed what the buyer's intentions were with the building.

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