

BUILDING & FACILITIES PLANNING COMMITTEE
March 5, 2015

Chairman Jerry Cade called the Building & Facilities Planning Committee to order at 9:00 a.m. on Thursday, March 5, 2015, in the County Board Room on the 3rd floor of the Courthouse Annex. Members present were Jerry Cade, Gary Davig, Eric Evenstad, Shawn Redington, and Jim Servais. Others in attendance were Phil Hewitt, Herb Cornell, Kathy Buros, Gene Edwards, David Jenkins, Sarah Grainger and Renee Tryggestad. Cade stated the meeting had been properly noticed. Cade introduced the visitors to the committee.

Motion by Servais, second by Redington to approve the minutes of the February 4, 2015 meeting. All in favor. Motion carried.

Next on the agenda was audience to visitors. There was none.

Cade moved to the next item on the agenda, City of Viroqua water and sewer easements. (Paperwork and maps attached) Representatives from the City of Viroqua, Sarah Grainger and Atty. David Jenkins explained the attached paperwork. Jenkins explained the City of Viroqua is looking into USDA loans and they requested maps of the city's water and sewer lines and documented easements. The City of Viroqua does not have signed easements for the Sheriff/Jail waterline, Vernon Manor waterline and County Farm sewer line. Grainger stated all the resolutions pertaining to the easements have passed the County Board Committee years ago. **Motion by Davig, second by Evenstad to approve the right of way easement for the City of Viroqua. All in favor. Motion carried.**

Cade moved to item number seven and eight on the agenda, painting Courthouse and expanding the jury room. Hewitt stated he had received one estimate for painting the Courthouse and is waiting for a second estimate. Hewitt stated they would like to expand the jury room into the library room. Buros stated they would use both rooms and would need a door between the rooms. Hewitt figures they can put a door between the rooms in the closet area. Hewitt stated this project will be labor intensive and will have his carpenters do this project. Hewitt stated we would need to replace the existing carpet. Hewitt stated we would need to do the remodel first before painting the courtroom. It was discussed doing the second floor painting this year and first floor next year, depending on available money for the project. Hewitt is hoping the cost for these projects can come out of the Buildings & Facilities budget. **Motion by Servais, second by Redington to approve the remodel of the jury room and library and then start the painting of the courtroom and second floor areas once receiving the second bid. All in favor. Motion carried.**

Next on the agenda were County dumpster services. Gene Edwards, Waste Management Administrator stated he would like to put in the paper (attached) a request for proposals to provide solid waste collection and disposal services for the County Courthouse, Erlandson building, Highway Department and Sheriff's Department. Edwards feels combining services to these buildings will save the County money. **Motion by Davig, second by Service allowing Edwards to advertise his request for proposals for waste collection and disposal services and will come back to a future meeting with the proposals. All in favor. Motion carried.**

Cade moved to the next item on the agenda, eliminate unnecessary well and electrical at County Farm. Hewitt stated he would like to eliminate two poles and three meters at the West Farm. The electricity to the grain bin is cobbled up and the electrician stated it would cost more to fix things than what we receive in rent. Hewitt stated he would like to disconnect all electricity except what is going to the Emergency Management building. Redington suggested selling the grain bin. Hewitt was told to check the rental contract on the grain bin. Hewitt stated he would like to cap off the well to the west barn. **Motion by Davig, second by Servais to put the grain bin out for bids once the contract is taken care of. All in favor. Motion carried. Motion by Redington, second by Davig to have Hewitt cap the well to the west barn and remove unnecessary electricity. All in favor. Motion carried.**

Cade moved to the next item on the agenda, skid steer rental. **Motion by Redington, second by Davig to renew the skid steer rental. All in favor. Motion carried.**

Next on the agenda was Courthouse lawnmower. Hewitt stated the lawnmower works at this time but may need to look at replacing it this fall due to the snow removal equipment.

Cade moved to item number thirteen on the agenda, hire surveyor to survey land. Hewitt stated it is up to the County to survey the land that was sold to the City of Viroqua. **Motion by Evenstad, second by Davig to authorize Hewitt to hire or use the county surveyor to meet obligations with the City of Viroqua. All in favor. Motion carried.**

Next on the agenda was the Department Head review, the committee may entertain a motion to adjourn into closed session, pursuant to Wis. Statutes, Section 19.85(1) (c) considering performance evaluation data of any governmental employee over which the governmental body has jurisdiction or exercises responsibility. (Roll call vote needed if motion is not unanimous) **Motion by Redington, second by Evenstad to enter into closed session. All in favor. Motion carried.** The committee entered into closed session at 10:05 a.m. **Motion by Servais, second by Davig to reconvene in open session pursuant to Wisconsin Statutes Section 19.85(2) (Roll call vote if motion is not unanimous) All in favor. Motion carried.** The committee reconvened into open session at 10:23 a.m.

Cade moved to the next item on the agenda, Department Head report. Hewitt stated the snow plowing plan is working well. Hewitt stated the new furnaces are installed.

Next on the agenda was Committee Members Reports and there were none.

Cade moved to number seventeen on the agenda, approve vouchers. **Motion by Evenstad, second by Redington to approve all vouchers presented at the March 5, 2015 meeting. All in favor. Motion carried.**

There were no announcements.

The next regular scheduled meeting is Thursday, April 2, 2015, at 9:00 a.m. in the third floor County Board Room, Courthouse Annex. **Motion by Servais, second by Davig to excuse Evenstad from the April 2, 2015 meeting. All in favor. Motion carried.**

Motion by Redington, second by Servais to adjourn the meeting at 10:25 a.m. All in favor. Motion carried.

Minutes submitted by
Renee Tryggestad, County Clerk's office