

BUILDING & FACILITIES PLANNING COMMITTEE
February 4, 2016

Chairman Jim Servais called the Building & Facilities Planning Committee to order at 12:50 p.m. on Thursday, February 4, 2016, in Room 309 on the 3rd floor of the Courthouse Annex. Members present were Mike Leis, Shawn Redington, Eric Evenstad and Jim Servais. Gary Davig was excused from the meeting. Others in attendance were Phil Hewitt, Ron Hoff, Kevin Larson, Ole Yttri, Joe Vesbach, Brad Vesbach, Chris Forde and Renee Tryggestad. Servais stated the meeting had been properly noticed.

Servais asked the visitors to introduce themselves.

Motion by Redington, second by Evenstad to approve the minutes of the January 5, 2016 meeting. All in favor. Motion carried.

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

Next on the agenda was clarification on County Farm rent, renewal process. Hewitt stated this is a two year contract and stated in the past years the renter had the right to renew the contract. It was decided that the farm rental would be re-opened for bids once the two year lease is over.

Next on the agenda was to open the West Farm rental bids. Hewitt stated we received three bids. Hewitt proceeded to open the bids: Joe Vesbach & Sons - \$252 per acre, Chris Forde C&C Farms - \$221 per acre, and Chris Knutson - \$175 per acre. **Motion by Evenstad, second by Redington to accept the highest bid from Joe Vesbach & Sons at \$252 per acre. All in favor. Motion carried.** The payment is due April 1 and October 1. Hewitt stated we will mail the contact to Vesbach's. Joe Vesbach requested adding to the contract "the first right of refusal". **Motion by Leis, second by Redington to add to the contract "first right of refusal". All in favor. Motion carried.** Vesbach will give the County a copy of the soil test he had taken.

Servais moved to the next item on the agenda, office move. Hewitt stated our Personnel Specialist will be moving to an office at Vernon manor this week. Hewitt stated she will be moving into her old office. If Vernon Manor remodels their therapy room they will add an office for the Personnel Coordinator.

Next on the agenda was the Department Head report. Hewitt stated the IT Department needs a new door in the back. Law Enforcement is concerned that if they had to do an entry into the building they would not be able to get in the door that is presently there due to the special lock. Hewitt stated he will not do this until he gets some prices. Hewitt stated he would like to knock down the old block building on the East Farm and bury it when the close the well. Hewitt stated they did a cost comparison on putting in the new windows at the Erlandson Building. The cost for the county putting in the window was \$1553.36 per window and the cost of having the contractor doing the window was \$1530. Hewitt stated our window looked a lot better than the contractor. Hewitt suggested having the county continues to install the windows. Hewitt stated he is going to eliminate the electric heaters in the buildings. Hewitt stated the will have to adjust the thermostats to make the employees as comfortable as possible. Hewitt stated the City of Viroqua is going to make a TIF district on the land they purchased and are discussing with him possible water and sewer hook-up and would like to know if we would like City water and sewer to run around the loop. We would have to pay for the water and sewer installation on our land. Hewitt stated he will ask them for numbers on the cost of the project.

Servais moved to the next item on the agenda, committee members reports/questions. There were none.

Servais moved to number eleven on the agenda, approve vouchers. **Motion by Redington, second by Leis to approve all vouchers presented at the February 4, 2016 meeting. All in favor. Motion carried.**

There were no announcements.

The next regular scheduled meeting is Thursday, March 3, 2016 at 9:30 a.m. in the third floor County Board Room, Courthouse Annex.

Motion by Redington, second by Leis to adjourn the meeting at 1:30 p.m. All in favor. Motion carried.

Minutes submitted by Renee Tryggestad – County Clerk's Office