

BUILDING & FACILITIES PLANNING COMMITTEE
July 7, 2016

Chairman Jim Servais called the Building & Facilities Planning Committee to order at 9:00 a.m. on Thursday, July 7, 2016, in the County Board Room on the 3rd floor of the Courthouse Annex. Members present were Glenda Sullivan, Karen Mischel, Shawn Redington, Eric Evenstad and Jim Servais. Others in attendance were Phil Hewitt and Renee Tryggestad. Servais stated the meeting had been properly noticed.

Motion by Sullivan, second by Mischel to approve the minutes of the June 2, 2016 meeting as printed. All in favor. Motion carried.

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

Next on the agenda was grain bin, possible sale. Hewitt stated we received on bid to purchase the grain bin from Joe Vesbach for \$1500.00. **Motion by Redington, second by Evenstad to accept the \$1500.00 offer from Joe Vesbach to purchase the grain bin. All in favor. Motion carried.**

Servais moved to the next item on the agenda, old jail roof. Hewitt stated the roof in the old jail is leaking and needs to be fixed. The committee discussed different options on what should be done with the old jail, tear down or fix roof. One problem with tearing it down would be the cost to finish the wall at the end of the ADRC building. One problem with fixing the old jail is the lead paint which would be expensive to remove. Servais and Redington suggested doing a temporary patch on the roof where it is leaking until a decision can be made on what to do with the building. Hewitt stated he will have the old jail roof patched.

Next on the agenda was flooring in the Erlandson building. Hewitt stated we have extra carpeting left over from the last project so would only need to purchase what is needed to finish the offices. Hewitt stated since some of the offices are cleaned out it would be a good time to replace the carpet. **Motion by Mischel, second by Sullivan to replace the carpet as requested in the Erlandson building. All in favor. Motion carried.**

Next on the agenda was Dudesolution Service. Hewitt stated Dudesolution Service is a business which would go through all the County buildings and come up with a long range plan for future maintenance on the buildings. Sullivan and Evenstad feel this project could be done in house. The committee agreed not to move forward with this company.

Next on the agenda was the department head report. Hewitt stated he has hired his new maintenance person. He has agreed to bring his own tools. Hewitt stated the Highway Department will purchase specialty tools needed and would like to replace his personal tools if they break. This will be on next month's agenda. Hewitt asked since he received a new job description was wondering how his wages should be split between Buildings & Facilities and Highway budget. The committee decided to join the Highway Committee at their next meeting to discuss this.

Servais moved to the next item on the agenda, committee members reports/questions

Servais moved to the next item on the agenda, approve vouchers. **Motion by Evenstad, second by Redington to approve all vouchers presented at the July 7, 2016 meeting. All in favor. Motion carried.**

There were no announcements.

The next regular scheduled meeting is Thursday, August 4, 2016 at 9:00 a.m. in the third floor County Board Room, Courthouse Annex. **Motion by Redington, second by Sullivan to adjourn the meeting at 10:03 a.m. All in favor. Motion carried.**

Minutes submitted by Renee Tryggestad – County Clerk's Office