

## **Building & Facilities Meeting – July 12, 2017 Minutes**

**The meeting was called to order at 12:00 P.M. by Chair Jim Servais.**

**Members present:** Jim Servais, Glenda Sullivan and Shawn Redington. Eric Evenstad was present by telephone. Karen Mischel was excused.

**Others in attendance:** Phil Hewitt, Renee Tryggestad, Dennis Brault and Lori Polhamus.

**1. Call to order, 12:00 P.M., Chair Jim Servais presiding.**

**2. Roll call/Introduction of visitors by Committee Chair.**

**3. Affirmation of proper public notice of meeting.**

**4. Review & approve minutes of last meeting, June 1, 2017.**

Motion by Redington, seconded by Sullivan, to approve the minutes of the June 1, 2017 meeting. All in favor. Motion carried.

**5. Audience to visitors – None**

**6. Jail demo/remodel.**

Hewitt stated that the old jail is under the Local, State and National Register and cannot be torn down. Hewitt stated we received an estimate of \$60,000 to move the electricity out of the building and another \$60,000 for demolition of building. To stabilize the existing building and build a new front entrance estimated cost is \$101,500 and \$30,000 for removal of lead base paint. These are estimated costs only. Restoration of building would cost approximately \$300,000. Hewitt stated we will need permits for putting on a new roof. The committee discussed putting a roof on the building and to try to get off the Historical Register. The committee asked Hewitt to check and see what the roofing options are and check into the Historical Register before putting on a new roof.

**7. Maintenance Department discussion.**

Hewitt stated when Campbell is working at Vernon Manor maintenance he should be paid the rate scale of the other maintenance people working at Vernon Manor. Motion by Sullivan, second by Redington to pay Campbell the pay rate scale of the maintenance workers at Vernon Manor when he is working there. All in favor. Motion carried.

**8. Replacement and update of chiller at Courthouse**

Hewitt stated so far this year we have spent \$8,000 on chiller parts. Hewitt stated we need to start budgeting for a new chiller which would cost \$60,000. Hewitt would like to take left over money from the infrastructure account for the next three years to purchase the chiller. Hewitt stated he will go to the Finance Committee for permission to carry over the money.

**9. Department Head report**

Hewitt stated the HVAC position is still open. He had three people apply for the position but has not heard back from them yet. Hewitt stated the City of Viroqua would like an easement on the County Farm waterway due to the new lift station they are installing. Hewitt stated the estimate for the new roof on the West farm barn is \$7,000. This item will be put on next month's agenda.

**14. Committee members reports/questions**

Servais stated the east entrance of the Erlandson building needs curb and railing fixed. Hewitt stated he is working on it.

**15. Approve Vouchers/ Budget status.**

Motion by Redington, second by Sullivan to approve all the bills presented at the June 1, 2017 meeting. Motion carried.

**16. Announcements - None**

Next meeting scheduled for August 3, 2017 at 9:00 p.m.

**18. Adjourn**

Motion by Redington, second by Sullivan to adjourn at 12:30 p.m. Motion carried.

Minutes submitted by

Renee Tryggestad – County Clerk's office