



**Building & Facilities Meeting – December 5, 2019  
Minutes**

**The meeting was called to order at 9:30 a.m. by Chair Jim Servais.**

**Members present:** Glenda Sullivan, Jim Servais, Roger Call, Eric Evenstad and Shawn Redington.

**Others in attendance:** Phil Hewitt, Renee Tryggestad, Toby Grotz, Dennis Brault, Brandon Larson, Ole Yttri, Lonnie Muller and Gail Muller.

**1. Call to order, 9:30 A.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.**

Motion by Evenstad, second by Redington to approve the minutes of the November 7 2019 meeting. Motion carried.

**5. Audience to visitors**

Toby Grotz, asked the committee to consider transitioning the County Farm to organic. He feels it would be a big plus for the County to have organic land. The committee discussed there is still four years left on the farm lease and that their procedure is to go with the highest bidder. Grotz thanked the committee for all the hard work they do.

**6. Review and Approve County Farm Acreage for 2020 Lease**

Hewitt stated at this time we have 267 acres on the West Farm and 134 acres on the East Farm. Hewitt stated due to the waterway and wind break they would take approximately 2 acres from the West Farm and 3 acres from the East Farm. Hewitt stated we still have a acre behind the Ford garage. Evenstad asked if this takes out the 50 acres for the City of Viroqua and was told no so it will be approximately 52 acres taken from the West Farm.

**7. Review and Approve State Rates for HVAC Rental**

Hewitt stated he will have the rates for the next meeting.

**8. Old Highway Shop Uses**

Hewitt stated he is looking at moving some LWCD things in the old repair shop. Also they would like to use some of the vacant lot to put their trees in a rock bed for the tree sale. Hewitt stated the Sheriff's Department would like to store three vehicles. Hewitt stated the City of Viroqua may be interested in purchasing some property for a salt shed. Hewitt stated he was not going to charge rent but they would help pay utilities and maintenance of sidewalk, mowing and snow removal. Hewitt stated the Mobile Station may be interested in purchasing a small part of land to expand their car wash.

**9. Old Laundry Building Uses**

Brandon Larson presented a slide show on how he would like to use the upper half of the laundry building for Emergency Management vehicles and equipment. Larson stated he would need a bigger garage door entrance. The committee discussed different options. It was suggested maybe parking his larger vehicles in the old Highway shop. Larson stated he would have loss production time driving back and forth between buildings. Sullivan stated Larson has four other counties that he deals with for the hazmat team equipment. Larson stated they pay \$2,500 a year for purchase of equipment and upkeep since 1997. Evenstad asked if he could ask more than \$2,500 a year for storage of equipment. Larson stated they have just signed the contract for next year but could be possible for the next contract. Evenstad suggested getting a group together to meet with Larson to help research and set up a plan. It was suggested having Hewitt, Evenstad, a member from the Sheriff’s Department and a member from outside the county to meet with Larson to help set up a plan.

**10. After Hours Building Access**

Hewitt stated he would like to go back to the old policy that no one can be in the building after hours unless accompanied by a County employee. Call stated after hour meetings could be held in the Sheriff’s conference room. Redington stated 4-H could meet in the library basement or church basements. Motion by Redington, second by Evenstad to postpone until January’s meeting giving Hewitt a chance to talk to the Department Heads.

**11. Department Head Report**

Hewitt asked the committee to think about what projects need to be done in 2020. Hewitt stated we will need to fix the Courthouse Annex parking lot, shingle the garage and finish the old Jail roof. Hewitt stated the water and sewer is hooked up in the new Highway Shop. Hewitt stated we are having some problems with the truck wash. Hewitt stated the repair shop will move to the new building the week of Christmas and the Administration will move the first week in January. Hewitt stated space heaters are being used again in the buildings. The committee agreed that no space heaters will be used in the buildings. Hewitt will check on code and insurance issues.

**12. Committee members reports/questions**

Call asked about Tim Solverson’s extra cost for drying his corn. Hewitt stated either the City of Viroqua or the County may need to be reimburse Tim Solverson for the difference in price of drying his corn

**13. Approve Vouchers/Budget Status**

Motion by Redington, second by Sullivan to approve all vouchers presented at the December 5, 2019 meeting. Motion carried.

**14. Announcements**

None

**15. Schedule next meeting**

The next meeting is scheduled for Thursday, January 2, 2020 at 9:30 a.m. in the conference room at the New Highway Shop.

**15. Adjourn**

Motion by Sullivan, second by Servais to adjourn at 11:15 a.m. Motion carried.

Minutes submitted by Ron Hoff – County Clerk