

BUILDING & FACILITIES PLANNING COMMITTEE
October 2, 2014

Chairman Jerry Cade called the Building & Facilities Planning Committee to order at 9:00 a.m. on Thursday, October 2, 2014, 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, Greg Lunde 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 September 4, 2014 meeting. All in favor. Motion carried.

Cade moved to item number five on the agenda, audience to visitors. There were none.

Cade moved to item number six on the agenda, Erlandson building duct work changes, possible new air conditioners purchase. Hewitt stated there is a wing in the Erlandson building that is not cooling properly. The air conditioners are located on one end of the hall and push the air to the other end. Hewitt stated to change the duct work would cost \$4,500 per side, total of \$9,000. The cost to upgrade both air conditioners would be \$7,258. Hewitt stated changing the duct work would be more efficient use of the air conditioners. Hewitt stated he has not seen the plans that were drawn up. Hewitt stated he will gather more information and bring it back to the next meeting. **Motion by Servais, second by Evenstad to table this item until the next meeting. All in favor. Motion carried.**

Cade moved to the next item on the agenda, stone building rental. Hewitt stated we are charging \$600 a year rent for this building. He has spoken with the renter and stated he will be moving his stuff out of the building in October and would not like to rent it anymore. Hewitt stated he would like to clean out the building and use it for storage for the Highway department. **Motion by Evenstad, second by Redington to allow the Highway department use of the stone building for storage. All in favor. Motion carried.**

Next on the agenda was 2015 budget. Hewitt stated the budget has tentatively been approved by the Finance Committee excluding the Erlandson building new windows.

Next on the agenda were farm rental contracts. Hewitt stated both contracts have been returned and signed. Lunde stated that the new contract has taken out automatic renewal of lease so in three years the rental will have to be put out for bids.

Cade moved to item number ten on the agenda, infrastructure request. Hewitt stated there is no money allocated for Erlandson building windows.

Next on the agenda was the Department Head report. Hewitt stated everything is going well. Hewitt stated the Erlandson building needs curb and railing repair. Human Services department has requested space to park their company cars inside. Hewitt stated he will work with the LWCD department about moving their cold storage to another building making room for the vehicles to park. Hewitt stated he is still working on a group snow plow plan for this winter.

Next on the agenda was to review bills and authorize payment. **Motion by Servais, second by Davig to approve all the bills presented at the October 2, 2014 meeting. All in favor. Motion carried.**

The next item on the agenda was committee member's reports/questions. There were none.

The next regular scheduled meeting is Wednesday, November 5, 2014, at 9:00 a.m. in the third floor County Board Room, Courthouse Annex.

Motion by Redington, second by Davig to adjourn the meeting at 9:45 a.m. All in favor. Motion carried.

Minutes submitted by
Renee Tryggestad, County Clerk's office