

BUILDING & FACILITIES PLANNING COMMITTEE
June 5, 2014

Chairman Jerry Cade called the Building & Facilities Planning Committee to order at 9:00 a.m. on Thursday, June 5, 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, Herb Cornell, David Stouvenel, and Renee Tryggestad. Cade stated the meeting had been properly noticed.

Motion by Davig, second by Redington to approve the minutes of the May 1, 2014 meeting. All in favor. Motion carried.

Since David Stouvenel has not arrived at the meeting Cade moved to item five on the agenda, Erlandson building doors. Hewitt passed out the attached quote for limited entry in the Erlandson building. Hewitt stated the entrance would be through the main door with proximity card readers installed on the two locked doors in the main hallway. All the other doors will be locked. The door going into the reception area would be wired with push button entrance so the receptionist can let people in who do not have a fob key. IT department has a program they could set up putting a small screen on our existing computer screen to monitor the cameras in the building. This is using our existing cameras. Hewitt stated it would cost \$5,300 for the two locked doors in the main hallway. Hewitt stated the door going into the child services area needs to be replaced. The committee discussed the different options. The committee stated at this time the door going into child services needs to be replaced. **Motion by Redington, second by Evenstad to replace the door going into child services area. All in favor. Motion carried.**

David Stouvenel arrived at the meeting so Cade moved back to item number four on the agenda. Stouvenel discussed the article in the Broadcaster stating that there was a serious incident that happened at the Human Services department. He discussed this with Pamela Eitland, Human Services Director and was told there was no serious incident as reported. Stouvenel feels a false statement was quoted in the paper and would like a retraction printed in the Broadcaster.

Cade moved to item number six on the agenda, price of new locks. Hewitt stated the front door lock of the Courthouse Annex does not work properly. He stated the back door lock is getting bad but is still working. The committee decided to replace both locks and to have Hewitt find the best deal for replacement. **Motion by Servais, second by Davig to replace both locks in the Courthouse Annex and have Hewitt get the best prices for replacement. All in favor. Motion carried.**

Cade stated item number eight on the agenda has been pulled, full-time maintenance person.

Next on the agenda was the Department Head report. Hewitt stated he has received proposals from Spaeth Flooring for new carpet in the Child Support office and hallway, tile two entry ways and carpet two rooms in the Erlandson building. Hewitt he received approval from the Finance Committee to pay this from the Ho-Chunk account. Hewitt stated he had asked advice from MSA, Carter Arndt, about the cooling and heating problems in the Banta building. MSA offered two options on how to fix the problem. Hewitt stated he will keep checking the options out and prices. Hewitt stated the compressor at the Erlandson building has went out so he has ordered a new one. Hewitt stated the chiller is having problems and Trane is working on an estimate to fix the problem.

Next on the agenda was to review bills and authorize payment. **Motion by Davig, second by Servais to approve all the bills presented at the June 5, 2014 meeting. All in favor. Motion carried.**

The next regular scheduled meeting is Monday, July 7, 2014, at 9:00 a.m. in the third floor County Board Room, Courthouse Annex.

Motion by Servais, second by Davig to adjourn the meeting at 9:55 a.m. All in favor. Motion carried.

Minutes submitted by
Renee Tryggestad, County Clerk's office