

**BUILDING & FACILITIES PLANNING COMMITTEE**  
**July 7, 2014**

---

Chairman Jerry Cade called the Building & Facilities Planning Committee to order at 9:00 a.m. on Monday, July 7, 2014, in the County Board Room on the 3<sup>rd</sup> floor of the Courthouse Annex. Members present were Jerry Cade, Eric Evenstad and Jim Servais. Shawn Redington and Gary Davig were absent. Others in attendance were Phil Hewitt, Greg Lunde, and Renee Tryggestad. Cade stated the meeting had been properly noticed.

**Motion by Evenstad, second by Servais to approve the minutes of the June 5, 2014 meeting. All in favor. Motion carried.**

Agenda item number four, Emerald Ash Borer management on County Farm was tabled until our August meeting.

Next on the agenda was Banta Building IT server room heating and cooling, possible Ho-Chunk request. Hewitt stated the new cooling unit is installed and will keep the window unit as back-up. The old unit will be put in the IT department. Hewitt stated they will be moving the thermostat into the hallway. Evenstad mentioned he had sent a video to Hewitt on cooling ideas. Hewitt stated he and the IT department have viewed the video.

Cade moved to the next item on the agenda, audience to visitors. There were no visitors at the meeting.

Next on the agenda was the Department Head report. Hewitt stated the mural is finished on the barn. The basement of the Courthouse is also finished. Hewitt stated he will put gravel down and slope the parking lot behind the Banta building. Hewitt stated next year we will need to look into purchasing a new chiller for the Erlandson building. Hewitt stated the price for the new steel door and frame in the Erlandson building is over \$1,100. He is going to have his carpenter look at the door to see if we can fix the wall and use the existing door. Hewitt stated he is going to look at vacant offices in the Erlandson building to see if he can find enough available office space to move LWCD department into. Hewitt also discussed creating a smoking room.

Next on the agenda was to review bills and authorize payment. **Motion by Servais, second by Evenstad to approve all the bills presented at the July 7, 2014 meeting. All in favor. Motion carried.**

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

**Motion by Servais, second by Evenstad to adjourn the meeting at 9:20 a.m. All in favor. Motion carried.**

Minutes submitted by  
Renee Tryggestad, County Clerk's office