

BUILDING & FACILITIES PLANNING COMMITTEE
December 4, 2014

Chairman Jerry Cade called the Building & Facilities Planning Committee to order at 9:00 a.m. on Thursday, December 4, 2014, in the County Board Room on the 3rd floor of the Courthouse Annex. Members present were Jerry Cade, Eric Evenstad, Shawn Redington, and Jim Servais. **Motion by Evenstad, second by Redington to excuse Davig from today's meeting. All in favor. Motion carried.** Others in attendance were Phil Hewitt, Greg Lunde, Dennis Brault, Herb Cornell and Renee Tryggstad. Cade stated the meeting had been properly noticed. Cade introduced the visitors to the committee.

Motion by Redington, second by Evenstad to approve the minutes of the November 5, 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 the next item on the agenda, Erlandson Building handicapped entrance/remodeling. Hewitt stated Cade and himself attended the Human Services Committee meeting last month to discuss security issues. Hewitt stated the cheapest way to secure the building would be using remote strikers on the two entrance doors to the building. We could use the existing cameras so the cost would involve framing up two doors and the remote strikers. Remote strikers would cost \$2,500. Hewitt is hoping we can use the existing doors, if not new doors would cost \$1,500 each. Hewitt stated he would like to remove the loading zone at the side entrance and put in handicapped parking spots. Hewitt stated he installed a motion activated buzzer to let employees know when someone has entered the building. This was installed only one day due to complaints on the noise. Redington stated we will need to get all the Department heads on the same page and agree to the changes. Other ideas were to lock only the hallways in the Human Services department or have Human Services department move to the second floor. Cade and Hewitt will attend the next Human Services Committee meeting so discuss these options with all the department heads in the building. This item will be put on January's agenda.

Cade moved to item number seven on the agenda, Erlandson Building handicapped parking. Hewitt stated he would like to remove the loading zone at the side of the building and replace with handicapped parking spaces. This item will be put on January's agenda.

Next on the agenda was the Department Head report. Hewitt stated the Land & Water Conservation Department has cleaned their stuff out of the old laundry building and is making room for vehicle parking. Hewitt stated he has the new plowing schedule set up with the custodian staff. Hewitt stated the Finance Committee approved purchasing furnaces from the Building & Facilities infrastructural account. Hewitt stated our budget is looking good.

Cade moved to the next item on the agenda, approve vouchers. **Motion by Redington, second by Servais to approve all bills presented at the December 4, 2014 meeting. All in favor. Motion carried.**

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

There were no announcements.

The next regular scheduled meeting is Thursday, January 8, 2015, at 9:00 a.m. in the third floor County Board Room, Courthouse Annex.

Motion by Servais, second by Redington to adjourn the meeting at 9:25 a.m. All in favor. Motion carried.

Minutes submitted by
Renee Tryggstad, County Clerk's office