



COLUMBIA COUNTY

Board of Supervisors

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Columbia County Ad Hoc Building Committee Minutes April 9, 2015

Members present: Kirk Konkell, Andy Ross, Teresa Sumnicht, Fred C. Teitgen, Mike Weyh
Ex officio Members present: Mary Cupery, Vern E. Gove

Also in attendance during all or portions of the meeting: Don De Young, Barry Pufahl, John Hartman, Sue Moll, Shonna Neary, Joe Ruf, Cory Wiegel, Dawn Woodard, John Miller, Steve Klaven from Findorff, Ron Locast and Brian Reed from Potter Lawson, Lyn Jerde (Portage Daily Register)

The meeting of the Ad Hoc Building Committee was called to order by Chair Konkell at 1:00 p.m. The meeting was properly noticed as required by the Wisconsin Open Meetings Law. The meeting was held in Meeting Room 1 at the Administration Building, 400 DeWitt Street, Portage, WI.

Approve Agenda

Motion by Weyh to approve the agenda as published. Second by Sumnicht. Motion carried.

Approve Minutes

Motion by Ross to approve the March 23, 2015 regular minutes of the Ad Hoc Building Committee. Second by Weyh. Motion carried.

Vouchers/Expenditure Report

Motion by Sumnicht to approve the expenditure report. Second by Teitgen. Motion carried.

Neary will email the expenditure report to the committee members prior to the meeting and also have copies to distribute at the meeting.

Update on Property Acquisitions

Motion by Ross to go into closed session pursuant to Wisconsin State Statute Section 19.85(1)(e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session" [Update on Property Acquisitions]. The Committee will return to open session. Second by Teitgen. Roll call vote was unanimous by those present. The Ad Hoc Building Committee went into closed session at 1:03 p.m. with Konkell, Ross, Sumnicht, Teitgen, Weyh, Cupery, Gove, De Young, Pufahl, Miller, Moll, Ruf, and Neary attending.

Motion by Teitgen to return to open session. Second by Sumnicht. Motion carried. The Ad Hoc Building Committee returned to open session at 1:47 p.m.

Professional Services

Ruf will work with CGC to draft a contract for geotechnical services. Potter Lawson indicated they would need the boring samples by May 1.

Project Verification

Accounting

Neary distributed a Summary of Building Projects-Phase 1, through April 8, 2015. No major changes from the last report. Neary will email the summary report to the committee members prior to the meeting and also have copies to distribute at the meeting.

Update on Space Needs

The current site plan has 396 parking stalls identified, the city requires 463 parking stalls. There are 50 additional on street parking stalls which do not count towards the city's requirement. Locast will be meeting with the Zoning Board of Appeals to request a variance on the parking counts and parking lot setback requirements. He will report the outcome at the next meeting. The committee will need to determine what to do about the garage shop and DHIA. Schematic costs .

Administration Stacking and Massing

Recommended changes were made to the Administration Building stacking diagram dated 3/23 which was approved at the last meeting. Locast presented stacking diagram Option 1A and Option 2 for review. Option 1A was a variation of the previously approved option with some office relocations and changes to the stairs, toilets and elevators. Option 2 was presented with a prominent location for the lobby as well as the relocation of some offices, stairs, toilets and elevators. Recommended changes to Option 2 included locating the Planning and Zoning Office next to the Land Information Office.

Motion by Weyh to approve Stacking Diagram Option 2 for the Administration Building. Second by Ross. Motion carried.

Potter Lawson will begin the development of the floor plan design and forward to Konkel and Gove and copy Moll for distribution to the Department Heads. Department Heads can send comments directly to Locast at Potter Lawson and copy Konkel and Gove.

Update on Health and Human Services Stacking, Massing, and Floor Plan Design

Locast showed some minor changes to the Health and Human Services floor plan to include a larger IT closet, department main storage, and changes to the child observation rooms and other room relocations.

A massing diagram and exterior design of the Health and Human Services Building was presented as well as a massing diagram of the Administration Building. Gove shared security concerns about the window size and placement at the ground level. Teitgen would like the DeWitt Street entrance of the Administration Building reduced in scale to be less prominent. Ross asked if the lower levels could provide staff protection during inclement weather.

Scheduling

Locast discussed the project schedule and steps towards completing the schematic design.

Set Next Meeting Date

The next meeting of the Ad Hoc Building Committee will be held on April 28, 2015 at 1 p.m. in Meeting Room 1 of the Administration Building.

Locast had a conflict with the meeting tentatively scheduled for May 13. The meeting was changed to May 12 at 1 pm. The meeting tentatively scheduled for May 28 remained unchanged.

Motion by Ross to adjourn the meeting. Second by Teitgen. The meeting adjourned at 3:59 p.m.

Respectfully Submitted,



Mike Weyh
Ad Hoc Building Committee Secretary

These minutes were recorded by Susan M. Moll, County Clerk.