

# COLUMBIA COUNTY

Board of Supervisors

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## Columbia County Ad Hoc Building Committee Minutes June 22, 2017

Members present: Kirk Konkol, 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: Gretchen Halvorsen, John Hartman, Sue Moll, Shonna Neary, Joe Ruf, Cory Wiegel; Tanner Davis (Findorff); Ron Locast (Potter Lawson)

The meeting of the Ad Hoc Building Committee was called to order by Chair Konkol at 1:00 p.m. The meeting was properly noticed as required by the Wisconsin Open Meetings Law. The meeting was held at the Administration Building, Meeting Room 115, 112 E. Edgewater Street, Portage, WI.

### **Approve Agenda**

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

### **Approve Minutes**

Motion by Ross to approve the June 9, 2017 minutes of the Ad Hoc Building Committee. Second by Teitgen. Motion carried.

### **Vouchers/Expenditure Reports**

Motion by Weyh to approve the Capital Projects Expenditure Report for 6/2/17-6/15/17. Second by Teitgen. Motion carried.

The Summary of Building Projects-Phase I/II/III-Owner Costs Through June 14, 2017 was reviewed.

Motion by Ross to approve the budget transfers as reviewed. Second by Sumnicht. Motion carried.

The Administration and Health and Human Services Owner Contingency Tracking Report tracked by Findorff was also distributed by email to committee members.

### **Video Conferencing Equipment – Options**

Bids were received for the Courthouse video conferencing equipment. Hartman stated the lowest bid was from CEC in the amount of \$292,000.

Motion by Ross to approve the contract with CEC in the amount of \$292,000 for the courtroom video conferencing system. Second by Teitgen. Motion carried.

### **Construction Update**

Davis stated Findorff will turn over the Health and Human Services building to the County by Monday, June 26. The parking lots should be completed by next week. Signage was shipped yesterday from Florida and should arrive soon.

Konkol stated the DHIA/Shop should be completed by July 1. Wiegel will contact DHIA about moving. Konkol also met with the City of Portage to discuss the cost sharing of the sidewalk and curb and gutters.

**Architect Update**

Locast stated Focus on Energy will be doing a final check of the Administration building and the County should receive payment by the end of August. Konkel stated the energy credit for both building was estimated at \$40,000.

**Courthouse Revisions and Cost:  
Security Entrance/Suggested Revisions**

Locast is working on the final revisions before a cost estimate is determined.

**HVAC Air Handler**

Davis stated the HVAC air handler will be estimated at \$27,000. This will be discussed at the next meeting.

**Administration, H&HS Construction Review:  
Punch List Items**

A "punch list" of items was referred to Findorff for review.

**Suggestion Alterations and Costs**

Locast distributed a list of revision requests for review. Konkel asked Moll to send an email to department heads asking for final lists to be submitted to Wiegel by Friday, June 23<sup>rd</sup>. The complete list will be reviewed for approval and cost estimates.

**Breakroom Artwork Update**

Moll shared the survey results from the employees regarding the employee breakroom artwork. The majority chose Option 1 with a selection of 4 framed prints. Ranking second was Option 5, which was to do nothing and leave the breakroom as is. After consideration of the survey results, it was discussed to leave the breakroom as is and artwork could be considered in the future.

Motion by Weyh to leave the breakroom as is with no artwork at this time. Second by Teitgen. Motion carried.

**Landscaping Upkeep Update**

Sumnicht will continue to work with the UW-Extension office on collaboration between the Master Gardeners and Building and Grounds for the landscaping upkeep.

**Lighting at Administration Entry**

Lighting at the Administration entry was addressed during the review of revision requests. Davis stated the electrician was not able to move the lights.

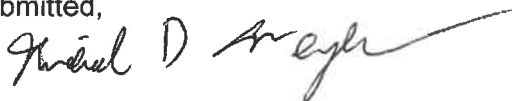
Gove presented a commemorative coin to Locast, recognizing him for his contribution to the building projects.

**Set Next Meeting**

The next meeting will be held on July 12 at 1 p.m., in Meeting Room #115 at the Administration building.

Motion by Teitgen to adjourn the meeting. Second by Ross. The meeting adjourned 2:00 p.m.

Respectfully Submitted,



Mike Weyh  
Ad Hoc Building Committee Secretary