



# COLUMBIA COUNTY

Board of Supervisors

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## **Columbia County Ad Hoc Building Committee Minutes October 11, 2017**

Members present: Kirk Konkol, Andy Ross, Fred C. Teitgen

Members absent with notice: Mike Weyh

Members absent without notice: Teresa Sumnicht

Ex officio members present: Mary Cupery, Vern E. Gove

Also in attendance during all or portions of the meeting: Nancy Long, Barry Pufahl, John Hartman, Judge Hepler, Sue Moll, Shonna Neary, Joe Ruf, Judge Voigt, Cory Wiegel, Dawn Woodard; Tanner Davis and Steve Klaven (Findorff); Ron Locast (Potter Lawson); Lyn Jerde (Portage Daily Register)

The meeting of the Ad Hoc Building Committee was called to order by Chair Konkol at 1:01 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 Ross. Motion carried.

### **Approve Minutes**

Motion by Ross to approve the September 28, 2017 minutes of the Ad Hoc Building Committee.

Second by Teitgen. Motion carried.

Ross will act as secretary in Weyh's absence.

### **Vouchers/Expenditure Reports**

Neary reviewed the Capital Projects Expenditure Report.

Motion by Teitgen to approve the vouchers on the Capital Projects Expenditure Report for 9/22/17-10/5/17. Second by Ross. Motion carried.

The Summary of Building Projects-Phase I/II/III-Owner Costs Through October 5, 2017 was distributed by email to committee members. Neary reported the Focus on Energy Funds were applied to bring the over budget amount down to \$439,809.89. She also stated the Owner Construction Contingency for the Administration/Health and Human Services building project is estimated to be used in full. Another funding source will need to be identified to cover the soft cost contingency overage.

Motion by Ross to approve the Building Projects Expense Report. Second by Konkol. Motion carried.

The Administration and Health/Human Services and Courthouse Owner Contingency Tracking Reports tracked by Findorff were also distributed by email to committee members.

### **Update on Land Purchase**

Motion by Teitgen to go into closed session pursuant to Wis. Stats. 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 Land Purchase]. The Committee will return to open session. Second by Ross. Roll call vote was unanimous. The Ad Hoc Building Committee went into closed session at 1:04 p.m. with Cupery, Gove, Konkel, Long, Pufahl, Ross, Teitgen, Moll, Neary, Ruf, Davis, Klaven and Locast attending.

Motion by Ross to return to open session. Second by Teitgen. Motion carried. The Ad Hoc Building Committee returned to open session at 1:11 p.m.

### **Administration and Health and Human Services Punch List Items**

Outstanding furniture issues were reviewed in the Administration building and Wiegel shared results from the walkthrough of the furniture at the Health and Human Services building. Locast compiled a list of items to be reviewed with M & M Furniture.

Hartman reported the cost to add speakers to both floors at the Health and Human Services building and the third floor of the Administration building was quoted at \$11,600, which included 43 speakers, additional wiring and installation. He will be following up with Hartland on a refund for wireless installation the County performed. The refund could help cover costs associated with the speakers.

Motion by Teitgen to approve the wiring and installation of 43 additional speakers at a cost of \$11,600. Second by Konkel. Motion carried.

### **Construction Manager Courthouse Update**

Davis reported the sally port is nearing completion and the wall framing in the Courthouse is about 60-70% complete; and they are on schedule for the MEP installation.

### **Construction Manager/Architect: Courthouse Walls, Security Systems, Courthouse Construction Issues**

Locast stated a meeting has been scheduled on Monday, October 16th to meet with the judges to do a walkthrough at the construction site to look at courtroom walls. He is starting to schedule meetings with the department heads to review the furniture layouts. Following approval of the layout, the next step will be to review the furniture needs with existing furniture to be reused. Wiegel, Ross and Gove requested to be part of the furniture meetings and discussion. Wiegel asked to include a quote on the costs for reassembling the furniture and high density files and moving shelves (i.e. moving Clerk of Court files from the mezzanine to the basement, etc.)

Randy Oetzman will be taking care of the security systems. He is also reviewing some door issues and card readers on the wrong side. Davis will set up a meeting with Oetzman and Locast to review the door issues. Hartman inquired if the "pink" server room in the mezzanine was scheduled to be painted.

Gove gave an update on the Courthouse tour with the court departments. It was questioned if the north facing un-tinted windows were going to be replaced. Davis stated the windows were not to be replaced, he suggested adding a film tint to the north windows. Judge Voigt expressed concern on having enough wireless access points throughout the Courthouse. Hartman and Davis will verify the wireless access point coverage.

Gove complemented Findorff and Potter Lawson on the progress made so far at the Courthouse. He said the Courthouse will look like a new building when complete.

Locust stated the Committee will need to address the fence at some future date. The vendor will provide fencing options to view for consideration.

The 2018 moving schedule was reviewed. The tentative date for the Court departments to move back to the Courthouse will be the week of May 28-June 1, 2018 and be fully functioning by June 4, 2018. The tentative date for the Health and Human Services department move is the last week of June and be fully functioning by July 2, 2018.

**Next Meeting Date**

The next meeting of the Ad Hoc Building Committee was scheduled for October 31, 2017 at 1 p.m. in Meeting Room #115 at the Administration building.

Motion by Teitgen to adjourn the meeting. Second by Konkell. The meeting adjourned 2:02 p.m.

A walkthrough tour of the Courthouse was held following the meeting.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Andy Ross". The signature is written in black ink and is positioned above the printed name and title.

Andy Ross  
Acting Ad Hoc Building Committee Secretary

*Recorded by Susan Moll, County Clerk*