

****REVISED****
PIERCE COUNTY
BUILDING COMMITTEE MEETING AGENDA
Tuesday, October 13th, 2020 – 4:00 p.m.
LEC – EOC Conference Room; 555 W Overlook Dr. – Ellsworth, WI

For persons who wish to attend remotely, please join online meet.google.com/txr-gwqm-ybt or by phone (US) +1 970-579-1019 PIN: 333 289 627#

#	Action	Presenter
1.	Call to order. 1a) Establish quorum 1b) Committee will receive public comment not related to agenda items	Chair
2.	Establish and adopt agenda.	Members
3.	Approve minutes of the <i>September 8, 2020</i> meeting.	Members
4.	Discuss/take action whether or not to continue authorization for the snowmobile trail to cross the County Property that the LEC is located on.	Forss/Members
5.	Discuss space needs, Annex & New Hearing/Courtroom Remodeling progress.	Forss/Matthys
6.	Discuss/take action on the Seyforth Building roof replacement and roof insulation project.	Forss/Matthys
7.	Discuss/take action on sound proofing measures in the Seyforth Building.	Matthys/Aubart
8.	Discuss/take action on adding paper towel dispensers in Campus Restrooms	Forss
9.	Discuss/take action the Maintenance Dept. installing snow fencing on the County Property that the LEC is located on.	Forss
10.	Discuss/take action on the Fairgrounds Keeper to contact the English Lutheran Church to ask them to make improvements to their Church Stand.	Kelly
11.	Future Agenda Items	Members
12.	Next Meeting Date (2 nd Tuesday the 10th of November:2020)	Members
13.	Adjourn	Members
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A quorum of county board supervisors may be present. 10/05/20 jforss
 Revised 10/08/2020 CJK

**APPROVED MINUTES OF THE
BUILDING COMMITTEE MEETING HELD
September 8, 2020 – 3:00 p.m.**

**STATE OF WISCONSIN
COUNTY OF PIERCE**



**County Board Room; Courthouse
414 W. Main St., ELLSWORTH, WI**

2020 - 08

1) Meeting Convened

The Pierce County Building Committee met in the County Board Room of the Pierce County Courthouse, Ellsworth, WI. Chairman Jon Aubart called the meeting to order at 3:00 p.m.

1a) Those Present

A quorum was established acknowledging 4 members present; 1 excused.

Members present:

Jon Aubart District #3
Scott Bjork District #7
Dale Auckland District #12
Jerry Kosin District #15

Absent/Excused:

Mike Kahlow District #6

Also present: Jeff Holst-Dist. 16, Jerry Forss-Maintenance Supervisor, Matt Kelly-Fair Groundskeeper, Jason Matthys-Administrative Coordinator, Jamie Feuerhelm-County Clerk, Brad Lawrence-Corp Counsel, & Scott Schoepp-County Park Superintendent.

1b) Public Comment

None.

2) Agenda Adopted

Motion by J. Kosin/D. Auckland to adopt agenda as presented; motion carried unanimously.

3) Minutes Approved

Motion by J. Kosin/S. Bjork to approve minutes of the July 14th & Aug. 11th, 2020 meetings; motion carried unanimously.

4) Discuss/take action whether or not to continue authorization for the snowmobile trail to cross the north section of the Jail/Sheriff's Office facility property.

Chairman J. Aubart expressed concern about the safety of the current route across the property & the possible conflict snowmobiles could have with Law Enforcement & Emergency vehicles entering & exiting the property. He added that he would like to see the issue addressed by the Law Enforcement Committee before the Building Committee takes any further action. Alternate routes were suggested by Maintenance & Parks staff. Motion by D. Auckland/J. Kosin to refer snowmobile trail issue to the Law Enforcement Committee for their input; motion carried unanimously.

5) Closed Session

Motion by S. Bjork/J. Kosin to go into closed session at 3:17 p.m. pursuant to §19.85 (1)(e) Wis. Stats. for the purpose of 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: Consideration of a lease amendment with the USDA for continued occupancy of office space at the Pierce County Office Building (PCOB). Motion carried unanimously by roll call vote.

6) Open Session

Committee returned to open session at 3:24 p.m. by motion of S. Bjork/J. Kosin; motion carried unanimously by roll call vote. Motion by S. Bjork/D. Auckland to approve lease amendment with USDA for space leased in PCOB at the same rate as initial agreement for the next three years; motion carried unanimously.

7) Discuss/take action on Maintenance Dept. 2021 Budget Building Outlay Capital Improvement expenditures

J. Forss presented suggestions for Building Outlay expenditures for 2021 to include shelving for secured storage area, restroom remodels, & campus improvements. Committee discussed alternate designations. Members concurred that tower shelters need to be addressed sooner than later & suggested the \$50,000 designated for shelving be directed there. Motion by J. Kosin/S. Bjork to designate 2021 Maintenance Building Outlay Capital Improvement expenditures as follows: \$50,000 Tower Shelter Maintenance; \$19,100 Restrooms Remodel; \$9,536 Campus Improvements. Motion carried unanimously.

8) Discuss/take action on a floor sweeper Fairgrounds

J. Forss explained the Dept. currently has one but an additional one would prove time saving as the unit is used frequently by both Maintenance & the Fairgrounds. Multiple prices were researched with best price for new model coming from Oak Ridge Chemical for \$3,394.61. He added that there were available funds in the 2020 budget under Fairgrounds Supplies. Motion by S. Bjork/D. Auckland to approve purchase of floor sweeper from Oak ridge Chemical in the amount of \$3,394.61 from funds as noted above; motion carried unanimously.

9) Discuss space needs

J. Forss indicated that there was nothing new to report at this time. AC J. Matthys updated the Committee on Annex Remodel project, indicating that an additional wall would need to be removed along with the mechanical elements contained within in regards to the new County Board Room area. No action taken.

10) Update on the Courthouse Interior Dome Repairs

J. Forss stated that he was informed that insurance would not cover the damages in the Courthouse Dome. He indicated that he would draft a RFP to get bids to repair the area. AC J. Matthys stated that Data Analyst Josh Solinger offered his assistance in drafting such a proposal. No action taken.

11) Future Agenda Items

- Snowmobile trail route on County property
- Courthouse Dome/Cupola repairs

12) Next Meeting Date

Next regular meeting set for Oct. 13th, 2020 at 4:00 p.m.; Annex Conference Room.

13) Adjournment

Meeting adjourned at 3:55 p.m. by motion of S. Bjork/D. Auckland; motion carried unanimously.

Respectfully submitted by: Jamie R. Feuerhelm, Pierce County Clerk

**PIERCE COUNTY
BUILDING COMMITTEE MEETING AGENDA**

Tuesday, September 8th, 2020 – 3:00 p.m.

Courthouse Annex – Annex Conference Room; 124 N Oak Street Entrance– Ellsworth, WI

For persons who wish to attend remotely, please join online meet.google.com/txr-gwqm-ybt or by phone (US) +1 417-986-1782 PIN: 261 284 522#

#	Action	Presenter
1.	Call to order. 1a) Establish quorum 1b) Committee will receive public comment not related to agenda items	Chair
2.	Establish and adopt agenda.	Members
3.	Approve minutes of the July 14, 2020 & August 11, 2020 meetings.	Members
4.	Discuss/take action whether or not to continue authorization for the snowmobile trail to cross the north section of the Jail/Sheriff's Office facility property.	Members
5.	Committee will convene into closed session pursuant to: §19.85(1)(e) for the purpose of 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. Consideration of a lease amendment with the USDA for continued occupancy of office space at the Pierce County Office Building (PCOB)	Members
6.	Committee will return to open session and take action on closed session item, if required	Members
7.	Discuss and take action on Maintenance Dept. 2021 Budget Building Outlay Capital Improvement expenditures.	Members
8.	Discuss and take action on a floor sweeper Fairgrounds	Forss
9.	Discuss space needs	Forss
10.	Update on the Courthouse Interior Dome Repairs	Forss
11.	Future Agenda Items	Members
12.	Next Meeting Date (2 nd Tuesday: 13th 2020)	Members
13.	Adjourn	Members
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A quorum of county board supervisors may be present. 09/01/20 jforss

PIERCE COUNTY
BUILDING COMMITTEE MEETING AGENDA
Tuesday, August 11th, 2020 – 4:00 p.m.
Courthouse - County Board Room; 414 W. Main St. – Ellsworth, WI
For persons who wish to attend remotely, please call 715-273-1125

#	Action	Presenter
1.	Call to order. 1a) Establish quorum 1b) Committee will receive public comment not related to agenda items	Chair
2.	Establish and adopt agenda.	Members
3.	Approve minutes of the July 30, 2020 meeting.	Members
4.	Discuss space needs	Forss
5.	Discuss and take action on Maintenance Dept. 2021 Budget	Forss
6.	Discuss and take action Seyforth Building roof architect quotes	Forss
7.	Discuss and take action on Braun Intertec Corp. Silver Barn Analysis	Forss
8.	Discuss and take action on IT Server Room AC replacement quotes	Forss
9.	Discuss and take action on removal of dead trees in front of PCOB	Forss
10.	Discuss and take action on the Ellsworth FFA using Fairgrounds Picnic Tables off the fairgrounds	Kelly
11.	Discuss water damage to the interior surfaces of the Courthouse Dome	Forss
12.	Update on the Courthouse Roof Project	Forss
13.	Future Agenda Items	Members
14.	Next Meeting Date (2 nd Tuesday: Sept 8 th 2020)	Members
15.	Adjourn	Members
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A quorum of county board supervisors may be present. 08/04/20 jforss

**APPROVED MINUTES OF THE
Special BUILDING COMMITTEE MEETING HELD
July 30, 2020 – 11:30 a.m.**

**STATE OF WISCONSIN
COUNTY OF PIERCE**



**County Board Room; Courthouse
414 W. Main St., ELLSWORTH, WI**

2020 - 06

1) Meeting Convened

The Pierce County Building Committee met in the County Board Room of the Pierce County Courthouse, Ellsworth, WI. Chairman Jon Aubart called the meeting to order at 11:30 a.m.

1a) Those Present

A quorum was established acknowledging 5 members in attendance.

Members present:

Absent/Excused:

Jon Aubart	District #3
Mike Kahlow	District #6 (by phone)
Scott Bjork	District #7
Dale Auckland	District #12
Jerry Kosin	District #15

Also present: Jeff Holst-Dist. 16, Jerry Forss-Maintenance Supervisor, Jason Matthys-Administrative Coordinator, Jamie Feuerhelm-County Clerk, Brad Lawrence-Corp Counsel, Randy LaFaive-Market & Johnson, & Braxton Meyer-Market & Johnson.

1b) Public Comment

None

2) Agenda Adopted

Motion by J. Kosin/S. Bjork to adopt agenda as presented; motion carried unanimously.

3) Presentation by Market & Johnson of the proposed Annex Remodel Project

R. LaFaive & B. Meyer presented draft drawings & bids submitted for the Annex Remodel Project. They went into detail on the drawings as well as the bids that were submitted & explained them to the Committee. Quote to complete the project was \$354,986. R. LaFaive estimated that if approved today the project would take approx. two months & begin roughly around mid-August this year. No action taken.

4) Discuss/take action to approve the Annex Remodel Project bids & authorize the project

J. Matthys indicated that funds have already been approved & allocated for the project. Motion by D. Auckland/S. Bjork to authorize the Annex Remodel Project work to be completed & approve bids submitted for the project; motion carried unanimously.

5) Next Meeting Date

Next regular meeting previously set for Aug. 11th, 2020 at 4:00 p.m.; County Board Room.

6) Adjournment

Meeting adjourned at 12:10 p.m. by motion of S. Bjork/D. Auckland; motion carried unanimously.

Respectfully submitted by: Jamie R. Feuerhelm, Pierce County Clerk

PIERCE COUNTY
SPECIAL BUILDING COMMITTEE MEETING AGENDA
Thursday, July 30, 2020 – 11:30 a.m.
Courthouse - County Board Room; 414 W. Main St. – Ellsworth, WI
For persons who wish to attend remotely, please call 715-273-1125

#	Action	Presenter
1.	Call to order. 1a) Establish quorum 1b) Committee will receive public comment not related to agenda items	Chair
2.	Establish and adopt agenda.	Members
3.	Presentation by Market & Johnson of the proposed Annex Remodel Project	J. Matthys/ R. LaFaive
4.	Discuss/take action to approve the Annex Remodel Project bids & authorize the project	Members
5.	Next Meeting Date (Previously set for August 11th)	Members
6.	Adjourn	Members

A quorum of county board supervisors may be present.

07/22/20jrf

PIERCE COUNTY
BUILDING COMMITTEE MEETING AGENDA
Tuesday, July 14th, 2020 – 4:00 p.m.
Courthouse - County Board Room; 414 W. Main St. – Ellsworth, WI
For persons who wish to attend remotely, please call 715-273-1125

#	Action	Presenter
1.	Call to order. 1a) Establish quorum 1b) Committee will receive public comment not related to agenda items	Chair
2.	Establish and adopt agenda.	Members
3.	Approve minutes of the June 09, 2020 meeting.	Members
4.	Discuss/take action regarding the rental of the Pierce County Fairgrounds and facilities for private events during COVID19.	Matthys
5.	Discuss and take action on purchasing new batteries for the Courthouse Annex UPS	Forss
6.	Update on the Seyforth Building Roof Project	Forss
7.	Update on the Silver Barn Project	Forss
8.	Update on the IS Server Room AC	Forss
9.	Future Agenda Items	Members
10.	Next Meeting Date (2 nd Tuesday: August 11th)	Members
11.	Adjourn	Members
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A quorum of county board supervisors may be present. 07/08/20 jforss

**APPROVED MINUTES OF THE
BUILDING COMMITTEE MEETING HELD
June 9, 2020 – 4:00 p.m.**

**STATE OF WISCONSIN
COUNTY OF PIERCE**



**County Board Room; Courthouse
414 W. Main St., ELLSWORTH, WI**

2020 - 04

1) Meeting Convened

The Pierce County Building Committee met in the County Board Room of the Pierce County Courthouse, Ellsworth, WI. Supervisor Jerry Kosin called the meeting to order at 4:00 p.m.

1a) Those Present

A quorum was established acknowledging 5 members present.

Members present:

Absent/Excused:

Jon Aubart	District #3
Mike Kahlow	District #6 via phone
Scott Bjork	District #7
Dale Auckland	District #12
Jerry Kosin	District #15

Also present: Jerry Forss-Maintenance Supervisor, Matt Kelly-Fair Groundskeeper, Jason Matthys-Administrative Coordinator, Randy LaFaive-Market & Johnson, & Jamie Feuerhelm-County Clerk.

1b) Public Comment

None

2) Agenda Adopted

Motion by S. Bjork/D. Auckland to adopt agenda as presented; motion carried unanimously.

3) Elect Temporary Chairman

Nominations called for by Supervisor J. Kosin. Supervisor J. Kosin nominated by J. Aubart as chairman pro tem. J. Kosin called for other nominations; none given. Motion by J. Aubart/S. Bjork to close nominations and cast a unanimous ballot for J. Kosin; motion carried unanimously.

4) Elect Chairman

Chairman Pro-tem J. Kosin called for nominations for chairman. J. Kosin nominated by J. Aubart. Chairman pro-tem J. Kosin called for other nominations; none given. Motion by S. Bjork/D. Auckland to close nominations and cast a unanimous ballot for J. Aubart; motion carried unanimously. Supervisor Jon Aubart elected Chairman, who then presided over the remainder of the meeting.

5) Elect Vice Chairman

Chairman J. Aubart called for nominations for Vice-Chairman. J. Kosin nominated by S. Bjork. Chairman J. Aubart called for other nominations; none given. Motion by S. Bjork/D. Auckland to close nominations and cast a unanimous ballot for J. Kosin; motion carried unanimously.

6) Minutes Approved

Motion by J. Kosin/S. Bjork to approve minutes of the Mar. 10th, 2020 meeting; motion carried unanimously.

7) Discuss/Take action on air conditioning unit for the IS server room

J. Forss explained current unit was installed in 2008 or 9. An estimate from TRANE was obtained to replace this unit with a new energy efficient one. That estimate was \$12,732 with funds to come from Building Outlay/Campus Improvement for the project. Committee members questioned whether competitive bids would need to be obtained for a project of this dollar amount. J. Forss explained that TRANE is a proprietary system & it would be difficult to connect to this system by other vendors. Motion by S. Bjork/D. Auckland to approve the purchase contingent upon verification from Corp. Counsel on whether project was subject to competitive bidding; motion carried unanimously.

8) Discuss/Take action on Seyforth Building roof

J. Forss indicated that Braun Intertec Co. analyzed the roof & verified that it was structurally sound to add insulation, substructure, & shingles. They proposed a different method of insulating as was previously discussed. Estimate to complete roof with alternate insulation method was \$45,152.50. Motion by S. Bjork/D. Auckland to solicit the project for bid based on specifications recommended by Braun Intertec Co.; motion carried unanimously.

9) Discuss/Take action on Silver Barn structure

J. Forss & M. Kelly explained the issues relating to repairs needed for the Silver Barn. The building will have steel roof & siding removed & replaced via an insurance claim. They both expressed a need to address these issues while the steel was off the building making those repairs easier to do. Committee directed J. Forss to have company look at the building's structural integrity & condition prior to any repairs being done & bring report back to Committee. No action taken.

10) Discuss/Take action on Rabbit/Poultry barn roof

J. Forss explained repairs & roof extension completed. He added that there was some confusion because of the number of agencies involved about what was to be done & who was paying for it. The end bill was \$4836; he suggested using funds from Building Outlay to pay for this project. Motion by J. Kosin/S. Bjork to approve expenditure of \$4836 for Rabbit/Poultry barn roof with funds from Building Outlay/Fairgrounds Improvement; motion carried unanimously.

11) Discuss/Take action on selling excess equipment

J. Forss stated that the items previously put up for auction were sold & now other excess equipment & things have collected & has no apparent use by County so he requested the be declared excess equipment & sold. Generally speaking he indicated the items the Dept. wishes to sell are a front end loader attachment & bucket from old tractor, walk behind John Deere snow blower, pieces of rubber roofing for landscaping, & a few other smaller items. Motion by D. Auckland/S. Bjork to declare items excess equipment & authorize their sale; motion carried unanimously.

12) Fair Groundskeeper report

M. Kelly submitted written report & gave brief oral review of monthly activities that was accepted by the Committee.

13) Maintenance Supervisor report

J. Forss submitted written report of & gave brief oral review of monthly activities that was accepted by the Committee

14) Presentation from Market and Johnson regarding Annex remodel

R. LaFaive of Market & Johnson gave presentation of Annex remodel project & shared draft drawings. He gave further definition to the draft drawings & concluded that he estimated it would take approx. three months from start of demolition to completion of the project. AC J. Matthys added that the prjocet was already approved by the Committee & the funds identified. This was merely a further update as to where the project

is at in the process. No action taken.

15) Future Agenda Items

- Seyforth Building
- Silver Barn

16) Next Meeting Date

Next regular meeting set for July 14th, 2020 at 4:00 p.m.; County Board Room.

17) Adjournment

Meeting adjourned at 5:11 p.m. by motion of J. Kosin/S. Bjork; motion carried unanimously.

Respectfully submitted by: Jamie R. Feuerhelm, Pierce County Clerk

REVISED
PIERCE COUNTY
BUILDING COMMITTEE MEETING AGENDA
Tuesday, June 09, 2020 – 4:00 p.m.
Courthouse - County Board Room; 414 W. Main St. – Ellsworth, WI
For persons who wish to attend remotely, please call 715-273-1125

#	Action	Presenter
1.	Call to order 1a) Establish quorum 1b) Committee will receive public comment not related to agenda items	Chair
2.	Establish and adopt agenda.	Members
3.	Elect Temporary Chairperson	Members
4.	Elect Chairperson	Members
5.	Elect Vice-Chairperson	Members
6.	Approve minutes of the March. 10, 2020 meeting	Members
7.	Discuss/Take action on air conditioning unit for the IS server room	Forss
8.	Discuss/Take action on Seyforth Building roof	Forss
9.	Discuss/Take action on Silver Barn structure	Forss
10.	Discuss/Take action on Rabbit/Poultry barn roof	Forss
11.	Discuss/Take action on selling excess equipment	Forss
12.	Fairgrounds Keepers' Report	Kelly
13.	Maintenance Supervisors' Report	Forss
14.	<i>*Presentation from Market and Johnson regarding Annex remodel</i>	R LaFaive
15.	Future Agenda Items	Members
16.	Next Meeting Date (2 nd Tuesday: July 14th)	Members
17.	Adjourn	Members

A quorum of county board supervisors may be present.

06/03/2020 cjk

*Revised 06/03/2020

**PIERCE COUNTY
BUILDING COMMITTEE MEETING AGENDA
Tuesday, May 12, 2020 – 4:00 p.m.
Courthouse - County Board Room; 414 W. Main St. – Ellsworth, WI**

#	Action	Presenter
1.	Call to order 1a) Establish quorum 1b) Committee will receive public comment not related to agenda items	Chair
2.	Establish and adopt agenda.	Members
3.	Elect Temporary Chairperson	Members
4.	Elect Chairperson	Members
5.	Elect Vice-Chairperson	Members
6.	Approve minutes of the March. 10, 2020 meeting	Members
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17.	Fairgrounds Keepers' Report	Kelly
18.	Maintenance Supervisors' Report	Forss
19.	Future Agenda Items	Members
20.	Next Meeting Date (2 nd Tuesday: Apr. 14th)	Members
21.	Adjourn	Members

A quorum of county board supervisors may be present.

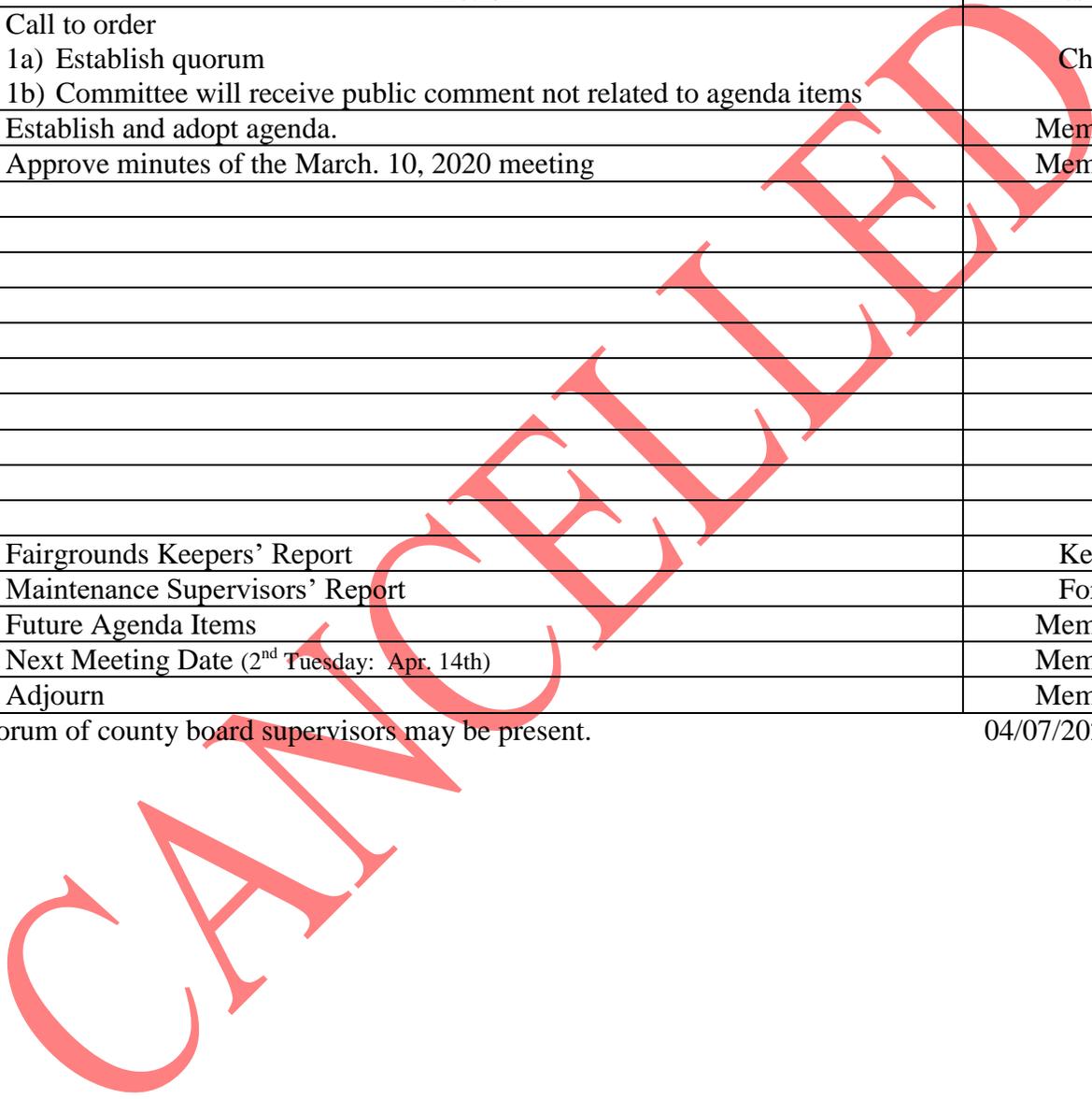
05/05/2020 cjk

**PIERCE COUNTY
BUILDING COMMITTEE MEETING AGENDA
Tuesday, April 14, 2020 – 4:00 p.m.
Courthouse - County Board Room; 414 W. Main St. – Ellsworth, WI**

#	Action	Presenter
1.	Call to order 1a) Establish quorum 1b) Committee will receive public comment not related to agenda items	Chair
2.	Establish and adopt agenda.	Members
3.	Approve minutes of the March. 10, 2020 meeting	Members
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14.	Fairgrounds Keepers' Report	Kelly
15.	Maintenance Supervisors' Report	Forss
16.	Future Agenda Items	Members
17.	Next Meeting Date (2 nd Tuesday: Apr. 14th)	Members
18.	Adjourn	Members

A quorum of county board supervisors may be present.

04/07/2020 cjk



**APPROVED MINUTES OF THE
BUILDING COMMITTEE MEETING HELD
March 10, 2020 – 4:00 p.m.**

**STATE OF WISCONSIN
COUNTY OF PIERCE**



**County Board Room; Courthouse
414 W. Main St., ELLSWORTH, WI**

2020 - 03

1) Meeting Convened

The Pierce County Building Committee met in the County Board Room of the Pierce County Courthouse, Ellsworth, WI. Chairman Dan Reis called the meeting to order at 4:01 p.m.

1a) Those Present

A quorum was established acknowledging 4 members present; 1 excused.

Members present:

Scott Bjork District #7
Dan Reis District #13
Dale Auckland District #12
Jerry Kosin District #15

Absent/Excused:

Mike Kahlow District #6

Also present: Jerry Forss-Maintenance Supervisor, Matt Kelly-Fair Groundskeeper, Ann Webb-Fair Coordinator, & Jamie Feuerhelm-County Clerk.

1b) Public Comment

None

2) Agenda Adopted

Motion by D. Auckland/J. Kosin to adopt agenda as presented; motion carried unanimously.

3) Minutes Approved

Motion by S. Bjork/J. Kosin to approve minutes of the Feb. 11th, 2020 meeting; motion carried unanimously.

4) Discuss / Take action on the equipment & services trade with the River Falls FFA Alumni

A. Webb explained that the group would like to do a trade in service. They would provide up to 30 radios & additional staff for Pierce County's tractor pull & fair events, in return for the use of 20 picnic tables during their annual event. She further explained that a written agreement could be drafted that assured if tables were damaged they would be replaced & that pick up & delivery of tables would be the responsibility of the FFA. Motion by S. Bjork/D. Auckland to approve the use of picnic tables by River Falls FFA in return for the use of their radios & additional personnel help during events; motion carried unanimously.

5) Discuss / Take action on the Cheese Curd Festival using the Campus Parking lots during their festival

J. Forss stated the group makes this request every year & there have been no major issues with their usage of the parking lots. Motion by D. Auckland/S. Bjork to approve the usage of campus parking lots for the Cheese Curd Festival event; motion carried unanimously.

6) Discuss space needs

J. Forss indicated that there was nothing new to report at this time.

7) Discuss Annex and Blue Building projects progress

J. Forss indicated that Market & Johnson anticipated receiving bids for Blue Building project by March 17th. Also that blue prints are being reviewed & plans drafted for the Annex project. No action taken.

8) Discuss / Take action on hiring the Braun Intertec Corp. to do a structural assessment for the Seyforth Building

J. Forss explained that Market & Johnson recommended this company to do the assessment that was desired. This would answer the questions being asked about the roof & how it can be repaired. Supervisor J. Kosin asked who was being contracted Market & Johnson or Braun. J. Forss believed that to be Braun. Motion by S. Bjork/D. Auckland to approve Braun Intertec Corp. to perform structural survey on Seyforth Building in an amount not to exceed \$4005.00; motion carried unanimously.

9) Discuss / Take action on Round Barn foundation work bids

M. Kelly explained that one third of the foundation work has been done & this bid was for a second one third. He added that many concrete contractors were not interested in bidding this project, but that Plumber Concrete agreed to assist the County in finishing the project. The bids were as follows: Plumber Concrete in the amount of \$24,950; Cities Masonry Restoration in the amount of \$63,750. M. Kelly concluded stating funds for the project were anticipated in the 2020 Budget. Motion by S. Bjork/J. Kosin to approve bid from Plumber Concrete for Round Barn foundation work in the amount of \$24,950; motion carried unanimously.

10) Discuss / Take action on Rabbit/Poultry Building roof material bids

M. Kelly explained he obtained three bids for the building materials needed to complete the project for this building. The bids were as follows: Brenner Lumber for \$3,541.02; ABC Lumber for \$3,544.88; & Menards for \$3,617.70. Motion by D. Auckland/J. Kosin to approve bid from Brenner Lumber in the amount of \$3,541.02; motion carried unanimously.

11) Discuss / Take action on bids for bleacher repair parts

M. Kelly explained that some of the existing bleachers have been in need of repair. He indicated that the company that manufactured these bleachers is no longer in business but he was able to find replacement parts at a cost of \$1,481.60. He added that the majority of the funds could come from the bleacher account & that the rest could come from the Fair Dept. repair & maintenance expense account. Motion by J. Kosin/S. Bjork to approve purchase of repair parts for existing bleachers; motion carried unanimously.

12) Discuss / Take action on Maintenance Budget overages

J. Forss explained that the majority of the overages occurred in line items for Professional Services & Utility Services, such as electricity & sewer/water. He added that cost for those items in a new facility were difficult to estimate. He informed Committee that the overall budget deficit for the 2019 Maintenance Budget was \$16,162.29 & that funds would need to be requested to cover those deficits. Motion by D. Reis/S. Bjork to acknowledge deficit in 2019 Maintenance Dept. Budget in the amount of \$16, 162.29. Also to make formal request to Finance & Personnel Committee requesting this deficit be addressed with funds from the Contingency Fund; motion carried unanimously.

13) Discuss / Take action on HVAC Service Agreements with TRANE

J. Forss indicated that he had received a price on service agreements with Trane to service the HVAC equipment at the Courthouse, PCOB, & Law Enforcement Facility. He added that they have provided the service in the past & have been very good & reliable. Motion by S. Bjork/D. Auckland to approve a one year service contract with Trane, contingent upon review by Corp Counsel, in the amount of \$37,869; motion carried unanimously.

14) Fair Groundskeeper report

M. Kelly submitted written report & gave brief oral review of monthly activities that was accepted by the

Committee.

15) Maintenance Supervisor report

J. Forss submitted written report of monthly activities that was accepted by the Committee. He added that the Dept. worked on the new fitness room to move it alone a little quicker.

16) Future Agenda Items

- None at this time

17) Next Meeting Date

Next regular meeting set for Apr. 14th, 2020 at 4:00 p.m.; County Board Room.

18) Adjournment

Meeting adjourned at 5:12 p.m. by motion of S. Bjork/D. Auckland; motion carried unanimously.

Respectfully submitted by: Jamie R. Feuerhelm, Pierce County Clerk

**PIERCE COUNTY
BUILDING COMMITTEE MEETING AGENDA
Tuesday, March 10, 2020 – 4:00 p.m.
Courthouse - County Board Room; 414 W. Main St. – Ellsworth, WI**

#	Action	Presenter
1.	Call to order 1a) Establish quorum 1b) Committee will receive public comment not related to agenda items	Chair
2.	Establish and adopt agenda.	Members
3.	Approve minutes of the Feb. 11, 2020 meeting	Members
4.	Discuss / Take action on the equipment & services trade with the River Falls FFA Alumni	Webb
5.	Discuss / Take action on the Cheese Curd Festival using the Campus Parking lots during their festival	Forss
6.	Discuss space needs	Forss
7.	Discuss Annex and Blue Building projects progress	Forss
8.	Discuss / Take action on hiring the Braun Intertec Corp. to do a structural assessment for the Seyforth Building	Forss
9.	Discuss / Take action on Round Barn foundation work bids	Kelly
10.	Discuss / Take action on Rabbit/Poultry Building roof material bids	Kelly
11.	Discuss / Take action on bids for bleacher repair parts	Kelly
12.	Discuss / Take action on Maintenance Budget overages	Forss
13.	Discuss / Take action on HVAC Service Agreements with TRANE	Forss
14.	Fairgrounds Keepers' Report	Kelly
15.	Maintenance Supervisors' Report	Forss
16.	Future Agenda Items	Members
17.	Next Meeting Date (2 nd Tuesday: Apr. 14th)	Members
18.	Adjourn	Members

A quorum of county board supervisors may be present.

03/04/2020 cjk

**APPROVED MINUTES OF THE
BUILDING COMMITTEE MEETING HELD
February 11, 2020 – 4:00 p.m.**

**STATE OF WISCONSIN
COUNTY OF PIERCE**



**County Board Room; Courthouse
414 W. Main St., ELLSWORTH, WI**

2020 - 02

1) Meeting Convened

The Pierce County Building Committee met in the County Board Room of the Pierce County Courthouse, Ellsworth, WI. Chairman Dan Reis called the meeting to order at 4:00 p.m.

1a) Those Present

A quorum was established acknowledging 4 members present; 1 excused.

Members present:

Mike Kahlow District #6
Scott Bjork District #7
Dale Auckland District #12
Jerry Kosin District #15

Absent/Excused:

Dan Reis District #13

Also present: Jerry Forss-Maintenance Supervisor, Matt Kelly-Fair Groundskeeper, Jason Matthys-AC & Jamie Feuerhelm-County Clerk.

1b) Public Comment

None

2) Agenda Adopted

Motion by S. Bjork/D. Auckland to adopt agenda as presented; motion carried unanimously.

3) Minutes Approved

Motion by M. Kahlow/S. Bjork to approve minutes of the Jan. 14th, 2020 meeting; motion carried unanimously.

4) Discuss space needs

J. Forss indicated that staff is still moving some Humans Services personnel to space available in Public Health, but nearly finished. Also that Veterans' Service Office has requested secured paper storage space, in the former jail area. No action taken.

5) Discuss progress of the Blue Building, Annex and Seyforth Building projects

J. Forss stated that Market & Johnson was in discussions with one of the contractors for Blue Building work to help identify the wide difference in bids submitted.

Market & Johnson also looking at Annex Project & will draft a remodeling plan to submit to State of Wisconsin.

Markey & Johnson also engaged in conversation with engineering firm with regards to Seyforth Building roof repair/replacement. Engineering firm offered an estimate to research the project, draft a plan to address areas of concern, & provide bid documents. Committee directed J. Forss to pursue getting a quote from the engineering firm emphasizing roof replacement & the added insulation, along with the structural integrity of the roof. No action taken.

6) Discuss / Take action on the bids from Bruce Andrews Seamless Gutters for the replacement of the hail damaged roofs whose values were depreciated by the insurance company

J. Forss explained that the remaining roof repairs have been approved by the County Board & the funds appropriately transferred so these roofs could now be repaired. Motion by M. Kahlow/S. Bjork to approve bids on 15 roofs from Bruce Andrews Seamless Gutters in the amount of \$465,114.75, with a completion date of July 15, 2020; motion carried unanimously.

7) Discuss / Take action on purchase of 6 new campus refrigerators

J. Forss explained that there were six refrigerators in the Courthouse, Annex, Blue Building & PCOB break areas that were all quite old & certainly far from energy efficient. As a means to update these units & save some energy costs he suggested replacing them. He added that Focus on Energy would offer a \$20 rebate on all qualifying units. He obtained pricing from four vendors as follows: Best Buy-Richfield, MN for \$2,999.98; Menards-Red Wing, MN for \$3,494.96; Lowes-Oak Park Heights, MN for \$3,591; Amundson Appliance-Eau Claire, WI for \$4,116.20. Motion by to approve purchase of six refrigerators from Best Buy-Richfield, MN in the amount of \$2,999.98 with funds from Campus Improvements-2018 & projects approved in 2019 Budget-Building Outlay; motion carried unanimously.

8) Discuss / Take action on purchase of bleachers for the Drewiski Building

M. Kelly explained that the old bleachers are too wide & interfered with activities & walkways. He suggested replacing old ones with four row aluminum bleachers. He added that funds were included in the 2020 Budget for this purpose. Quotes were obtained from five vendors as follows: Kay Park Recreation for \$3,800.20; Lee Recreation for \$4,026; The Park for \$4,140; Park Warehouse for 4,250; & Northstar Equipment for \$5,935. Motion by S. Bjork/M. Kahlow to approve purchase of bleachers from Kay Park Recreation in the amount of \$3,800.20 with funds from Building Outlay-Fairgrounds Improvements; motion carried unanimously.

9) Discuss the Maintenance Department 2019 Annual Report

J. Forss submitted the Departments 2019 Annual Report that would be presented to the full County Board in April. He asked if the Committee had any questions or comments about the report before he submitted it to Administration. Committee reviewed report & offered no comments or questions.

10) Fair Groundskeeper report

M. Kelly submitted written report & gave brief oral review of monthly activities that was accepted by the Committee.

11) Maintenance Supervisor report

J. Forss submitted written report of monthly activities that was accepted by the Committee. J. Mathtys added that he & staff have modified some maintenance staff assignments & duties to address some efficiencies regarding cleaning & maintenance at County facilities. Changes will be implemented in March 2020 & reviewed over the course of six months to determine suitability.

12) Future Agenda Items

- Round Barn concrete work
- 2019 Budget overtures

13) Next Meeting Date

Next regular meeting set for Mar. 10th, 2020 at 4:00 p.m.; County Board Room. Supervisor M. Kahlow indicated that he may not be able to attend this meeting.

14) Adjournment

Meeting adjourned at 4:44 p.m. by motion of M. Kahlow/S. Bjork; motion carried unanimously.

Respectfully submitted by: Jamie R. Feuerhelm, Pierce County Clerk

**PIERCE COUNTY
BUILDING COMMITTEE MEETING AGENDA
Tuesday, February 11, 2020 – 4:00 p.m.
Courthouse - County Board Room; 414 W. Main St. – Ellsworth, WI**

#	Action	Presenter
1.	Call to order 1a) Establish quorum 1b) Committee will receive public comment not related to agenda items	Chair
2.	Establish and adopt agenda.	Members
3.	Approve minutes of the January 14, 2020 meeting	Members
4.	Discuss space needs	Forss
5.	Discuss progress of the Blue Building, Annex and Seyforth Building projects	Forss
6.	Discuss / Take action on the bids from Bruce Andrews Seamless Gutters for the replacement of the hail damaged roofs whose values were depreciated by the insurance company	Forss
7.	Discuss / Take action on purchase of 6 new campus refrigerators	Kelly
8.	Discuss / Take action on purchase of bleachers for the Drewiski Building	Kelly
9.	Discuss the Maintenance Department 2019 Annual Report	Members
10.	Fairgrounds Keepers' Report	Kelly
11.	Maintenance Supervisors' Report	Forss
12.	Future Agenda Items	Members
13.	Next Meeting Date (2 nd Tuesday: Mar. 10th)	Members
14.	Adjourn	Members

A quorum of county board supervisors may be present.

02/05/2020 cjk

**APPROVED MINUTES OF THE
BUILDING COMMITTEE MEETING HELD
January 14, 2020 – 4:00 p.m.**

**STATE OF WISCONSIN
COUNTY OF PIERCE**



**County Board Room; Courthouse
414 W. Main St., ELLSWORTH, WI**

2020 - 01

1) Meeting Convened

The Pierce County Building Committee met in the County Board Room of the Pierce County Courthouse, Ellsworth, WI. Chairman Dan Reis called the meeting to order at 4:00 p.m.

1a) Those Present

A quorum was established acknowledging 4 members present; 1 excused.

Members present:

Mike Kahlow District #6
Scott Bjork District #7
Dan Reis District #13
Jerry Kosin District #15

Absent/Excused:

Dale Auckland District #12

Also present: Jerry Forss-Maintenance Supervisor, Matt Kelly-Fair Groundskeeper, & Jamie Feuerhelm-County Clerk.

1b) Public Comment

M. Kelly informed Committee that the Red Cross blood drive went well with 18 county employees & 8 other people from the public participating. He added that the Red Cross really liked using the Seyforth Building for this type event because it met all their needs as far as space, access to electricity, & restrooms.

2) Agenda Adopted

Motion by J. Kosin/S. Bjork to adopt agenda as presented; motion carried unanimously.

3) Minutes Approved

Motion by S. Bjork/M. Kahlow to approve minutes of the Dec. 10th, 2019 meeting; motion carried unanimously.

4) Discuss space needs

J. Forss indicated that staff had moved some Humans Services personnel to space available in Public Health. Also that converted storage space in the old jail had been completed for the District Attorney's Office & the County Clerk. No action taken.

5) Discuss progress of the Blue Building work

J. Forss stated that he had not heard back yet from Market & Johnson on this project. No further discussion.

6) Discuss roof replacement progress

Chairman D. Reis stated he had spoken with other supervisors on the Board & they expressed what their concerns were on this project. He thought they were primarily concerned with what was being proposed for the Seyforth Building & getting only one bid. No action taken.

7) Discuss / Take action on elevator maintenance contracts

J. Forss explained that Corp. Counsel suggested some changes to the contract with KONE for maintenance of all elevators. The contract was changed from 5 years to 4 years along with other legal language changes. Motion by S. Bjork/M. Kahlow to approve 4 year contract with KONE, Inc. for elevator maintenance in three buildings, Courthouse, PCOB, Law Enforcement Facility; motion carried unanimously.

8) Fair Groundskeeper report

M. Kelly submitted written report & gave brief oral review of monthly activities that was accepted by the Committee.

9) Maintenance Supervisor report

J. Forss submitted written report & gave brief oral review of monthly activities that was accepted by the Committee.

10) Future Agenda Items

- Blue Building project
- 2019 Budget overtures
- Roof repairs & replacements update

11) Next Meeting Date

Next regular meeting set for Feb. 11th, 2020 at 4:00 p.m.; County Board Room.

12) Adjournment

Meeting adjourned at 4:39 p.m. by motion of M. Kahlow/S. Bjork; motion carried unanimously.

Respectfully submitted by: Jamie R. Feuerhelm, Pierce County Clerk

**PIERCE COUNTY
BUILDING COMMITTEE MEETING AGENDA
Tuesday, January 14, 2020 – 4:00 p.m.
Courthouse - County Board Room; 414 W. Main St. – Ellsworth, WI**

#	Action	Presenter
1.	Call to order 1a) Establish quorum 1b) Committee will receive public comment not related to agenda items	Chair
2.	Establish and adopt agenda.	Members
3.	Approve minutes of the December 10, 2019 meeting	Members
4.	Discuss space needs	Forss
5.	Discuss progress of the Blue Building work	Forss
6.	Discuss roof replacement progress	Forss
7.	Discuss / Take action on elevator maintenance contracts	Forss
8.	Fairgrounds Keeper Report	Kelly
9.	Maintenance Supervisors' Report	Forss
10.	Future Agenda Items	Members
11.	Next Meeting Date (2 nd Tuesday: Feb. 11th)	Members
12.	Adjourn	Members

A quorum of county board supervisors may be present.

01/08/2020 cjk