

**APPROVED MINUTES OF THE
BUILDING COMMITTEE MEETING HELD
January 7, 2010 – 6:30 p.m.**

**STATE OF WISCONSIN)
COUNTY OF PIERCE)**

**COUNTY CLERK'S OFFICE
ELLSWORTH, WI**

2010-01

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 6:30 p.m.

1) **Meeting Convened**

A quorum was established by the Chairman acknowledging 5 members present.

2) **Those Present**

Members present:

Ken Snow	District #9
Don Rohl	District #11
Dan Reis	District #13
Ron Bartels	District #14
Jerry Kosin	District #15 (6:34)

Absent/Excused: 0

Also present:

Paul Barkla	District #5/IAC
Al Huppert	Maintenance Supervisor
Kenny Hines	Fair Groundskeeper
Jerry Forss	Maintenance Tech.
Jamie Feuerhelm	County Clerk

Motion by K. Snow/D. Rohl to approve agenda as presented; motion carried by voice vote with all in favor.

3) **Agenda Approved**

Motion by K. Snow/D. Rohl to approve minutes of Dec. 29, 2009 meeting; motion carried by voice vote with all in favor.

4) **Minutes Approved**

P. Barkla asked A. Huppert if the temperature control for the PCOB had been addressed & the problem solved. A. Huppert & J. Forss indicated that they are addressing the problem but the issue is ongoing.

5) **Public Comment**

Committee discussed possible building projects to consider should the County take advantage of Recovery Zone Economic Development Bonds. They reviewed previous lists created when bonding in 2008 & discussed prioritizing some of those projects that were not completed or were not done at all.

6) **Building Projects
for RZED Bonds**

Synopsis of the group was to set order of projects as follows:

1. Replace Courthouse roof; estimated cost \$31,000.
2. Parking lot resurfacing, striping, & lighting (CH & PCOB); estimated cost \$208,000.
3. Courthouse tuck pointing; estimated cost \$25,000.
4. Courthouse handicap accessible interior doors; estimated cost \$20,000.
5. Rest room facilities update/remodel (CH & PCOB); estimated cost \$200,000.
6. County road bridge projects: CR-F & CR-U.

Projects also discussed were boiler replacement in PCOB, Courthouse lighting update, & additional electrical power source to Annex. Motion by R. Bartels/J. Kosin to set possible project list as set forth & enumerated above in 1 through 6; motion carried by voice vote with all in favor.

6) **Building Projects for RZED Bonds** - Continued

J. Forss distributed cost estimates for a new salt spreader for the lawn tractor. He added that a unit that disburses a salt brine solution could be built by the Hwy. Dept. for approximately \$350.00. Committee discussed the two options, J. Forss recommended the brine solution unit offered by the Hwy. Dept. Motion by K. Snow/D. Rohl to approve purchase of spreader from the PC Hwy Dept not to exceed \$350; motion carried by voice vote with all in favor.

7) **Salt Spreader for Lawn Tractor**

Committee discussed the issue of the day to day operations of the maintenance department after supervisor A. Huppert retires on Friday the 8th & who was to supervise activities until a new supervisor is hired. Motion by D. Rohl/J. Kosin to direct the Administrative Coordinator & the Building Committee Chairman to supervise & coordinate activities of the Maintenance Dept. & have employees of the department report to such entities at least once a week. Motion carried by voice vote with all in favor

8) **Operations in Maintenance after Supervisor Retirement**

P. Barkla stated that A. Huppert needed to be excused from the meeting soon & requested that the committee consider item #10 on the agenda next as his presence was needed to discuss that item. Chairman D. Reis & committee concurred.

Motion by D. Rohl/K. Snow to convene in closed session at 7:55 p.m. pursuant to: Wis. Stat. §19.85(1)(e), for the purposes 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 - **For the purpose of considering Pierce County owned land and its uses, future planning and potential future acquisition.** Motion carried by roll call vote with all in favor.

9) **Closed Session**

Motion by R. Bartels/K. Snow to reconvene in open session at 8:07 p.m.; motion carried by roll call vote with all in favor. Committee directed IAC P. Barkla to seek further information, no action taken.

10) **Open Session**

A. Huppert & K. Hines excused from meeting 8:10 p.m.

Committee discussed the following change orders submitted by Ryan Mechanical: CO-PCMU-03 Relocate Circulating Pump for \$4014; CO-PCMU-09 Additional diffuser in former IT room for \$455. Also discussed possibly paying one or the other, or a portion of the whole. Motion by R. Bartels/D. Rohl to authorize payment of half of the total of both change orders in the amount of \$2234.50; motion carried by voice vote with all in favor.

11) **Bonding Projects Change Orders**

K. Hines submitted written report & was accepted by Committee.

12) **Grounds Keeper Report**

A. Huppert submitted written report & was accepted by Committee.

13) **Maintenance Supervisor Report**

Future agenda items:

- Bond projects final update.
- Maintenance contracts for new HVAC equipment.
- PCOB boiler replacement.
- Revisions/remodel for former IT server room, Courthouse.

14) **Future Agenda**

Committee discussed meeting dates; next regular meeting set for Tuesday, February 9th 6:30 p.m., County Board Room.

15) **Next Meeting Date**

Meeting adjourned at 8:21 p.m. by motion of R. Bartels/D. Rohl. Motion carried by voice vote with all in favor.

16) **Adjournment**

Submitted by: Jamie R. Feuerhelm, Pierce County Clerk

**APPROVED MINUTES OF THE
BUILDING COMMITTEE MEETING HELD
February 9, 2010 – 6:30 p.m.**

**STATE OF WISCONSIN)
COUNTY OF PIERCE)**

**COUNTY CLERK'S OFFICE
ELLSWORTH, WI**

2010-02

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 6:30 p.m.

1) Meeting Convened

A quorum was established by the Chairman acknowledging 5 members present.

2) Those Present

Members present:

Ken Snow	District #9
Don Rohl	District #11
Dan Reis	District #13
Ron Bartels	District #14
Jerry Kosin	District #15

Absent/Excused: 0

Also present:

Paul Barkla	District #5/IAC – by phone
Jerry Forss	Maintenance Tech.
Jamie Feuerhelm	County Clerk
Charlie Holt	Trane Representative

Motion by J. Kosin/D. Rohl to approve agenda as presented; motion carried by voice vote with all in favor.

3) Agenda Approved

Minutes of January 7th distributed, no action taken.

4) Minutes Approved

None.

5) Public Comment

Chairman D. Reis announced that there was nothing further to report at this time & that the final report would be given once all projects were complete.

6) Bond Projects Updates

J. Forss stated cost estimates were obtained from one vendor & also introduced Charlie Holt a representative from Trane who was also interested in the project. Mr. Holt explained the various levels of service the company could provide but added he did not give explicit dollar amounts because the level of service had not been established. Committee discussed the one estimate received. J. Forss added that regardless who was awarded the contract for the HVAC components only Trane could service the controls without voiding future warranties. Mr. Holt fielded a number of questions & was directed to draft a proposal on what Trane could offer ranging from full service to a service level where the County performs some of the tasks. No action taken.

7) HVAC Equipment & Controls– Maintenance Contracts

J. Forss presented estimate on completely replacing the boilers in the PCOB & connecting to new controls, approx. \$110,000; as well as revising the old boilers to be connected to new Trane controls, approx. \$23,000.

8) Boiler Replacement - PCOB

P. Barkla asked where the funds to pay for the project were to come from. J. Forss indicated that he did not know but was puzzled that the issue was not specifically addressed when the initial HVAC project for the Courthouse & PCOB was done as these boilers were in need of replacement even then. Committee briefly discussed possible sources for funding. No action taken.

8) **Boiler Replacement – PCOB** (continued)

P. Barkla reported that no action needed to be taken on this item; merely that he was providing an update. He added that half of this office space has been completed for use by Personnel/Admin. Specialist Sandy Langer. The other half was nearly complete to be utilized by Medical Examiner Sue Dzubay as well as possible file space for the County Clerk's Office. No action taken.

9) **Remodel Former I.S. Server Room**

Chairman D. Reis distributed bid estimates gathered by Fair Coordinator Ann Webb. He added that only one company, Baumgartner Gate Company, submitted a bid in the amount of \$4871.40 for the panels requested. Motion by J. Kosin/D. Rohl to approve bid from Baumgartner Gate Company; motion carried by voice vote with all in favor.

10) **Livestock Panels - Fairgrounds**

P. Barkla stated that he did not think it appropriate to discuss such questions in open forum & suggested he & Chairman Reis meet to discuss & put together relevant questions. Other members encouraged to add their comments.

11) **Interview Questions for Maintenance Supervisor**

Written report submitted & was accepted by Committee.

12) **Grounds Keeper Report**

P. Barkla gave a brief report on activities taking place throughout the month.

13) **Maintenance Supervisor Report**

Future agenda items:

- Bond projects final update.
- Maintenance contracts for new HVAC equipment.
- PCOB boiler replacement.

14) **Future Agenda**

Committee discussed meeting dates; next regular meeting set for Tuesday, March 9th 6:30 p.m., County Board Room.

15) **Next Meeting Date**

Meeting adjourned at 7:31 p.m. by motion of R. Bartels/D. Rohl. Motion carried by voice vote with all in favor.

16) **Adjournment**

Submitted by: Jamie R. Feuerhelm, Pierce County Clerk

BUILDING COMMITTEE MEETING Tuesday, March 2, 2010 – 9:45 a.m. County Board Room Pierce County Courthouse, 414 W. Main St. Ellsworth	
Chair Reis called the meeting to order at 9:47 a.m.	Convene
Establish quorum. Present: Dan Reis Jerry Kosin Donald Rohl Ken Snow Jeff Holst – Finance & Personnel Committee Excused: L. Ron Bartels	Establish quorum
Motion by Snow and seconded by Rohl to convene into closed session at 9:50 a.m. pursuant to §19.85 (1)(e), WI 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: Interviews for Maintenance Supervisor. <i>Roll call vote approved.</i>	Closed session: interviews for Maintenance Supervisor
Motion by Kosin and seconded by Rohl to return to open session at 11:58 a.m. <i>Roll call vote approved.</i>	Open session
Motion by Rohl and seconded by Kosin to convene into closed session at 12:00 Noon pursuant to §19.85 (1)(e), WI 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: Purchase of public properties. <i>Roll call vote approved.</i>	Closed session: purchase of properties
Motion by Kosin and seconded by Rohl to return to open session at 12:20 p.m. <i>Roll call vote approved.</i>	Open session
Motion by Rohl and seconded by Snow to approve purchase of property and forward to the Finance & Personnel Committee. <i>Motion approved.</i>	
Motion by Kosin and seconded by Rohl to convene into closed session at 1:15 p.m. pursuant to §19.85 (1)(e), WI 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: Interviews for Maintenance Supervisor. <i>Roll call vote approved.</i>	Closed session: interviews for Maintenance Supervisor
Motion by Rohl and seconded by Snow to return to open session at 4:45 p.m. <i>Roll call vote approved.</i>	Open session
Next meeting date 3/9/10.	Members
Motion by Snow and seconded by Kosin to adjourn at 4:50 p.m. <i>Motion approved.</i>	Members

**UNAPPROVED MINUTES OF THE
BUILDING COMMITTEE MEETING HELD
March 9, 2010 – 6:30 p.m.**

**STATE OF WISCONSIN)
COUNTY OF PIERCE)**

**COUNTY CLERK'S OFFICE
ELLSWORTH, WI**

2010-04

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 6:30 p.m.

1) **Meeting Convened**

A quorum was established by the Chairman acknowledging 5 members present.

2) **Those Present**

Members present:

Ken Snow	District #9
Don Rohl	District #11
Dan Reis	District #13
Ron Bartels	District #14
Jerry Kosin	District #15

Absent/Excused: 0

Also present:

Paul Barkla	District #5/IAC
Jerry Forss	Maintenance Tech.
Jamie Feuerhelm	County Clerk

Motion by D. Rohl/J. Kosin to approve agenda as presented; motion carried by voice vote with all in favor.

3) **Agenda Approved**

Motion by J. Kosin/K. Snow to approve minutes of Jan. 7, Feb. 9, & Mar. 2, 2010 meetings; motion carried by voice vote with all in favor.

4) **Minutes Approved**

P. Barkla discussed issues in PCOB concerning security & cleaning.

5) **Public Comment**

Motion by J. Kosin/D. Rohl to convene in closed session at 6:36 p.m. pursuant to §19.85 (1)(e), WI 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. For the purpose of discussing: Dodge property located at 388 & 420 W. Grove St. in the Village of Ellsworth. Also FSA/NRCS lease in Pierce County Office Building. Motion carried by roll call vote with all in favor.

6) **Closed Session**

Motion by D. Rohl/K. Snow to reconvene in open session at 6:49 p.m.; motion carried by roll call vote with all in favor. No action taken.

7) **Open Session**

P. Barkla informed the committee that a candidate has been chosen but a salary had not been established by the committee yet. Committee reviewed & discussed salary matrix. Motion by D. Rohl/R. Bartels to set the salary for maintenance supervisor at Grade 19, Step 1; motion carried by voice vote with all in favor.

8) **Maintenance
Supervisor Salary**

Chairman D. Reis gave the committee a review of projects being completed & added that all are basically complete with the exception of the elevator which would be finished soon. No action taken.

9) **Bond Project Update**

Committee reviewed a proposal for a three year maintenance contract for the HVAC equipment & controls from a company called Trane. Discussed contract options & associated costs which were \$42,270.00 for 3 years. D. Rohl asked if other vendors such as Ryan Mechanical had bid on the project. J. Forss explained that only Trane could service the controls without voiding warranties. Motion by K. Snow/J. Kosin to pursue the option of engaging in a 3 year service contract with Trane contingent upon a thorough review of proposed contract by Corporation Counsel & procuring a funding source. Motion carried by voice vote with all in favor.

10) **HVAC Equipment Maintenance Contract**

Committee discussed issue of replacing old boilers & connecting to new controls. Estimated cost was approx. \$110,000 or \$23,000 to replace the controls only. Also discussed where the funds for project were to come from as the item was not included in the 2010 budget. Motion by J. Kosin/R. Bartels to defer action on item until next month; motion carried by voice vote with all in favor.

11) **PCOB Boiler Replacement**

Chairman D. Reis explained to the committee that when rental rates were set for the fairgrounds a rate for the press box was not set. Part of the rental of the box would include the rental of the sound equipment inside as well as a technician to set it up & be available during an event to service the equipment if necessary. Committee discussed ways to set the fee to cover various situations. Motion by K. Snow/J. Kosin to set the rate for the Grandstand Press Box, to include equipment & technician, at \$175/hour with a 4 hour minimum rental.

12) **Grandstand Press Box**

Committee reviewed estimate on salt spreader for lawn tractor provided by J. Forss. Motion by J. Kosin/D. Rohl to approve purchase of salt spreader; motion carried by voice vote with all in favor.

13) **Salt Spreader Purchase**

P. Barkla gave a brief report on activities taking place throughout the month. He added that Jerry Forss, Gloria Sebion, & Paul Fellman in the Maintenance Dept. have done & continue to do an outstanding job being short handed & in the absence of a supervisor. He & committee thanked Mr. Forss for their service.

14) **Grounds Keeper Report**

Future agenda items:

- PCOB boiler replacement.

15) **Future Agenda**

Committee discussed meeting dates; next regular meeting set for Tuesday, April 13th, 6:30 p.m., County Board Room.

16) **Next Meeting Date**

Meeting adjourned at 8:07 p.m. by motion of D. Rohl/ R. Bartels. Motion carried by voice vote with all in favor.

17) **Adjournment**

**UNAPPROVED MINUTES OF THE
BUILDING COMMITTEE MEETING HELD
March 16, 2010 – 6:30 p.m.**

**STATE OF WISCONSIN)
COUNTY OF PIERCE)**

**COUNTY CLERK'S OFFICE
ELLSWORTH, WI**

2010-05

The Pierce County Building Committee met in the County Board Room of the Pierce County Courthouse, Ellsworth, WI. Chairman Dan Reis appeared via conference phone & requested Vice-Chairman Jerry Kosin to preside over the meeting. V/C J. Kosin called the meeting to order at 6:30 p.m.

1) **Meeting Convened**

A quorum was established by the Chairman acknowledging 5 members present.

2) **Those Present**

Members present:

Ken Snow	District #9
Don Rohl	District #11
Dan Reis	District #13 (by phone)
Ron Bartels	District #14
Jerry Kosin	District #15

Absent/Excused: 0

Also present:

Paul Barkla	District #5/IAC
Jamie Feuerhelm	County Clerk

Motion by K. Snow/D. Rohl to approve agenda as presented; motion carried by voice vote with all in favor.

3) **Agenda Approved**

None.

4) **Public Comment**

Motion by K. Snow/D. Rohl to convene in closed session at 6:31 p.m. pursuant to §19.85 (1)(e), WI 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. For the purpose of discussing: FSA/NRCS lease in Pierce County Office Building. Motion carried by roll call vote with all in favor.

5) **Closed Session**

Motion by R. Bartels/K. Snow to reconvene in open session at 6:56 p.m.; motion carried by roll call vote with all in favor. Motion by K. Snow/J. Kosin to approve new office lease contract with FSA/NRCS & to direct the Interim Administrative Coordinator to draft the contract. Also to authorize the Chair & Vice-Chair of the Building Committee to review & upon their satisfaction forward the contract to the proper FSA/NRCS officials. Motion carried by voice vote with all in favor.

6) **Open Session**

Meeting adjourned at 6:58 p.m. by motion of K. Snow/D. Rohl. Motion carried by voice vote with all in favor.

7) **Adjournment**

Submitted by: Jamie R. Feuerhelm, Pierce County Clerk

**APPROVED MINUTES OF THE
BUILDING COMMITTEE MEETING HELD
April 8, 2010 – 5:30 p.m.**

**STATE OF WISCONSIN)
COUNTY OF PIERCE)**

**COUNTY CLERK'S OFFICE
ELLSWORTH, WI**

2010-06

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 5:30 p.m.

1) Meeting Convened

A quorum was established by the Chairman acknowledging 4 members present; one absent.

2) Those Present

Members present:

Don Rohl	District #11
Dan Reis	District #13
Ron Bartels	District #14
Jerry Kosin	District #15

Absent/Excused: Ken Snow District #9

Also present:

Paul Barkla	District #5/IAC
Scott Walker	Maint. Supervisor
Jamie Feuerhelm	County Clerk

Motion by J. Kosin/D. Rohl to approve agenda as presented; motion carried by voice vote with all in favor.

3) Agenda Approved

S. Walker indicated that he met with a potential replacement for the maintenance tech. position that would start on the 19th.

4) Public Comment

Committee discussed the need to come up with another prioritized list for the County Board to consider should it decide to pursue another bond issue. They discussed various projects & if they had professional estimates on the costs involved. After much discussion the committee created a list of projects to consider & prioritized them. Motion by J. Kosin/D. Rohl to set the following list as the list of projects that should be considered for possible bond issue & to forward such list to the full County Board.

5) Proposed Bond Projects

1. Courthouse roof; estimated cost \$35,000.
2. Boilers for PCOB; estimated cost \$112,000.
3. Courthouse tuckpointing; estimated cost \$100,000.
4. Courthouse handicap accessible doors; estimated cost \$50,000.
5. Courthouse fencing for HVAC/Generator; estimated cost 70,000.
6. Rest Room (CH& PCOB) facilities remodel/update; estimated cost \$200,000.
7. Exhibit Building fairgrounds; estimated cost \$160,000.
8. Electrical Transformer fairgrounds; estimated cost \$100,000.
9. Courthouse/PCOB Parking lot resurfacing, striping, lighting; \$260,000.
10. County road bridge projects: CR-F & CR-U. Remaining bond amount.

Motion carried by voice vote with all in favor.

S. Walker & P. Barkla explained that there were still a few issues with the contract that needed further scrutiny & review with the Corp. Counsel. Adding that with exception of a few minor details the agreement was satisfactory. Motion by R. Bartels/J. Kosin to approve agreement once final details have been satisfactorily worked out with Corp. Counsel & S. Walker; motion carried by voice vote with all in favor.

6) **HVAC Maintenance Agreement**

P. Barkla informed the committee what the current status of the lease agreement was. He also clarified several points that were previously questioned by the committee. No action taken.

7) **FSA/NRCS Lease Agreement**

Committee discussed the request by Farm Technology Days to use the fairgrounds for overflow parking during their event on July 20-22. Chairman D. Reis indicated that an agreement has already been drafted. Motion by J. Kosin/D. Rohl to approve parking lease agreement with Farm Technology Days; motion carried by voice vote with all in favor.

8) **Lease of Fairgrounds for Parking**

Motion by D. Rohl/R. Bartels to convene in closed session at 6:56 p.m. pursuant to §19.85 (1)(e), WI 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. For the purpose of discussing: Purchase of Dodge property located at 388 & 420 W. Grove St. Motion carried by roll call vote with all in favor.

9) **Closed Session**

Motion by J. Kosin/D. Rohl to reconvene in open session at 7:04 p.m.; motion carried by roll call vote with all in favor. Motion by J. Kosin/D. Rohl to authorize purchase of the Dodge property located at 388 W. Grove St. & 420 W. Grove St., Ellsworth, Wisconsin from the bond funds for the total sum of Three Hundred Sixty Thousand dollars (\$360,000.00) & forward to the County Board for approval. Also that the Finance & Personnel Committee, County Board Chairperson & County Clerk be authorized to execute any necessary paperwork to complete the transaction. Motion carried by voice vote with all in favor.

10) **Open Session**

Chairman D. Reis announced that the meeting set for April 13th at 6:30 p.m. is cancelled.

Meeting adjourned at 7:08 p.m. by motion of D. Rohl/R. Bartels. Motion carried by voice vote with all in favor.

11) **Adjournment**

Submitted by: Jamie R. Feuerhelm, Pierce County Clerk

**APPROVED MINUTES OF THE
BUILDING COMMITTEE MEETING HELD
May 11, 2010 – 6:30 p.m.**

**STATE OF WISCONSIN)
COUNTY OF PIERCE)**

**COUNTY CLERK'S OFFICE
ELLSWORTH, WI**

2010-07

The Pierce County Building Committee met in the County Board Room of the Pierce County Courthouse, Ellsworth, WI. Supervisor Dan Reis called the meeting to order at 6:30 p.m.

1) **Meeting Convened**

A quorum was established acknowledging 5 members present.

2) **Those Present**

Members present:

Ken Snow	District #9
Don Rohl	District #11
Dan Reis	District #13
Ron Bartels	District #14
Jerry Kosin	District #15

Absent/Excused:

Also present:

Paul Barkla	District #5/IAC
Scott Walker	Maintenance Supervisor
Kenny Hines	Fair Groundskeeper
Jamie Feuerhelm	County Clerk
Brad Roy	Zoning Compliance Officer
Janet Huppert	I.S. Director
Window Reps.	Pella, Marvin, & Hager City Glass

Motion by J. Kosin/D. Rohl to approve agenda as presented; motion carried by voice vote with all in favor.

3) **Agenda Approved**

Motion by J. Kosin/D. Rohl to approve minutes of Mar. 9th, Mar. 16th, & Apr. 8th, 2010 meetings; motion carried by voice vote with all in favor.

4) **Minutes Approved**

None.

5) **Public Comment**

Supervisor D. Reis called for nominations for committee chairperson.

Nomination by J. Kosin/D. Rohl to nominate Dan Reis. Supervisor Reis called for other nominations. Motion by D. Rohl/J. Kosin to close nominations & cast a unanimous ballot for D. Reis; motion carried by voice vote with all in favor.

Chairman D. Reis called for nominations for committee vice chairperson.

Nomination by K. Snow/D. Rohl to nominate Jerry Kosin. Chair called for other nominations, none presented, Chair closed nominations. Duly elected were Dan Reis – Chairman, & Jerry Kosin Vice Chairman.

6) **Election of Officers**

B. Roy explained that the County has received a Energy Efficiency Conservation Block Grant in the amount of approx. \$203,000 to use towards replacing windows in the Courthouse, Annex, & PCOB.

7) **Block Grant for Windows**

He added that the committee would have to determine specifications for the windows & draft an RFP that would need to be sent to the State Historical Association for their approval before the project could take place. He then singularly introduced three window replacement vendors who then gave a presentation on the products their company offers. Committee discussed determining specifications as well as who would & how to draft the RFP. No action taken.

7) **Block Grant for Windows - Continued**

Maintenance Supervisor S. Walker described a number of sidewalks around the Courthouse that need to be repaired for aesthetic & safety reasons. Committee directed Mr. Walker to obtain estimates on what needs to be done & bring back to committee; no action taken.

8) **Sidewalk Repairs**

S. Walker described a number of offices that need to be replaced. Adding that there was \$29,000 designated for carpet replacement within the maintenance budget & he was requesting authorization to proceed with the replacements. Motion by R. Bartels/D. Rohl to approve & authorize the maintenance supervisor to purchase & replace carpet not to exceed \$29,000; motion carried by voice vote with all in favor.

9) **Carpet Replacement**

S. Walker informed the committee that he had spoken with the cleaning contractor for PCOB about having them do a one time thorough cleaning of the Annex & possibly the Courthouse. He added that the buildings are being cleaned satisfactorily currently but that this would allow for a deeper & more thorough cleaning. Committee asked if current maintenance personnel could do the work. S. Walker replied that there is not enough time for them to do this type of cleaning with their current workload. Supervisor P. Barkla stated that he had spoken with union representation about this type of contract work being done & reported that they their reply was as long as it was more of a one time thing & of limited scope that they would not have a problem with it. Committee directed Mr. Walker to obtain estimates on the cost to clean the Courthouse & Annex & bring back to committee; no action taken.

10) **Courthouse Annex Cleanup**

S. Walker described a number of areas that needed to have shrubs trimmed & mulch replaced. Committee directed Mr. Walker to obtain estimates or costs involved & bring back to committee; no action taken.

11) **Landscaping – Courthouse, PCOB**

S. Walker explained that he gathered a number of paint cans & other flammable materials being stored in various areas around the Courthouse & moved them to the Maintenance Building. He requested authorization to purchase a storage locker specifically designed to store flammable materials to put them in. Committee asked if there were funds in the budget to do so. He replied that he believed there were funds available for such. Motion by R. Bartels/J. Kosin to approve & authorize maintenance supervisor to purchase flammables storage locker not to exceed \$1500. Motion carried by voice vote with all in favor.

12) **Purchase of Flammables Storage**

S. Walker explained that protective bollard poles around the Courthouse chiller needed to be installed to protect it. Committee directed Mr. Walker to obtain estimates & bring back to committee; no action taken.

13) **Bollards – Chiller & Parking Lot**

Committee discussed issue of fencing around the Courthouse chiller to protect, secure, & provide sound reduction for the unit. Committee directed Mr. Walker to obtain estimates or costs involved & bring back to committee; no action taken.

14) **Fence Around Chiller**

P. Barkla stated that he believed this committee granted permission & possibly funds to plant a tree in memory of former District 14 Supervisor William Gilles. Committee discussed type of tree, where to plant, & amount of funds that may have been granted. Committee directed County Clerk J. Feuerhelm to research minutes & determine what action was taken; no further action.

15) **Memorial Tree – Fairgrounds**

Committee listened to a presentation from representatives of M & M Restoration. They described in some detail various issues regarding the Courthouse dome, brick & stone work. They provided photos of other similar projects as well as recommendations on how they would perform the work needed to restore & protect the exterior of the building. No action taken.

16) **Tuck Pointing – Courthouse**

Chair D. Reis explained that though the committee had addressed this issue in recent months, new information & a misunderstanding on his part made it necessary to place this item back on the agenda. Adding that the part he misunderstood was regarding the amount to allow for a technician. Committee discussed current rate of \$175/hour with a 4 hour minimum & how they arrived at that number. Motion by K. Snow/R. Bartels to amend the rate for the Press Box to \$125/hour with a four hour minimum rental, plus \$50/hour for each additional hour over four to include a technician. Motion carried by voice vote with all in favor.

17) **Grandstand Press Box – Fairgrounds**

Fair Groundskeeper K. Hines presented estimates to put wall around the grandstand area at the fairgrounds. R. Bartels questioned why there needed to be a wall. Members replied for safety & aesthetic reasons. K. Hines stated that the estimates received were from Fullerton Lumber in the amount of \$2865.19 & from Menards in the amount of \$3201.81. Motion by D. Rohl/K. Snow to approve estimate from Fullerton Lumber & authorize K. Hines to install. Motion carried by voice vote with 4 in favor & 1 abstained (R. Bartels).

18) **Wall for Grandstands**

S. Walker submitted written report & was accepted by Committee.

19) **Maintenance Supervisor Report**

K. Hines submitted written report & was accepted by Committee.

20) **Grounds Keeper Report**

Future agenda items:

21) **Future Agenda Items**

- Sidewalk repairs.
- Courthouse/Annex cleaning service.
- Grounds landscaping.
- Ballards/Fencing for Courthouse chiller & parking lot.

Committee discussed meeting dates; next regular meeting set for Tuesday, June 8th, 6:30 p.m., County Board Room.

22) **Next Meeting Date**

Meeting adjourned at 9:14 p.m. by motion of D. Rohl/K. Snow. Motion carried by voice vote with all in favor.

23) **Adjournment**

Submitted by: Jamie R. Feuerhelm, Pierce County Clerk

**APPROVED MINUTES OF THE
BUILDING COMMITTEE MEETING HELD
June 8, 2010 – 6:30 p.m.**

**STATE OF WISCONSIN)
COUNTY OF PIERCE)**

**COUNTY CLERK'S OFFICE
ELLSWORTH, WI**

2010-08

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 6:33 p.m.

1) **Meeting Convened**

A quorum was established acknowledging 5 members present.

2) **Those Present**

Members present:

Ken Snow	District #9
Don Rohl	District #11
Dan Reis	District #13
Ron Bartels	District #14
Jerry Kosin	District #15

Absent/Excused:

Also present:

Paul Barkla	District #5/IAC
Scott Walker	Maintenance Supervisor
Kenny Hines	Fair Groundskeeper
Jamie Feuerhelm	County Clerk
Brad Roy	Zoning Compliance Officer

Motion by R. Bartels/K. Snow to approve agenda as presented; motion carried by voice vote with all in favor.

3) **Agenda Approved**

Motion by K. Snow/J. Kosin to approve minutes of May 11th, 2010 meeting; motion carried by voice vote with all in favor.

4) **Minutes Approved**

None.

5) **Public Comment**

Maintenance Supervisor S. Walker presented 3 quotes for replacing areas of sidewalk around the Courthouse. They were as follows: MB & Boys for \$8325.52; Plummer Concrete for \$7710.00; Harwell Masonry for \$9200.00. Committee discussed areas to be replaced. Motion by J. Kosin/K. Snow to approve bid & expenditure to Plummer Concrete in the amount of \$7710.00; motion carried by voice vote with all in favor.

6) **Quotes for Sidewalks**

Maintenance Supervisor S. Walker informed the committee that he had been discussing the project with VA Officer David Till. Funds were to be raised for the project but were not yet available. Committee questioned if this project would affect the sidewalk replacement. S. Walker responded by saying that only a small portion of the replacement would be in question. Also that he would coordinate with Mr. Till on both projects. No action taken.

7) **Veterans Memorial South Courthouse**

Maintenance Supervisor S. Walker showed the committee samples of windows suggested for replacement by Lindus Contractors. Committee discussed how to determine specifications for the windows needed in the Courthouse, Annex, & Pierce County Office Building. Also discussed was having a consultant look at the buildings & draft the specifications for the County. Motion by D. Rohl/J. Kosin to request assistance from Corp. Counsel B. Lawrence to research the possibility of hiring a consultant for the window project & forward the recommendation to the Finance & Personnel Committee. Motion carried by voice vote with all in favor.

8) **Window Project**

Chairman D. Reis stated to the committee that even though the bond funds were not yet available the projects involved take time to evolve & suggested the committee take action on some of the projects in order to get the process started. He added that the first to projects on the list were the Courthouse roof & boiler replacements in the PCOB. Motion by K. Snow/J. Kosin to direct S. Walker to pursue gathering initial information & get quotes for the Courthouse roof & boiler replacements for PCOB. Motion carried by voice vote with all in favor.

9) **Bond #2 Project**

S. Walker stated that the committee directed him to get cost estimates for cleaning the Courthouse. He suggested that the committee wait on this issue until the window replacement project was completed. Committee members concurred that the cleaning should wait; no action taken.

10) **Cleaning Service for Courthouse**

S. Walker stated that he received an estimate on installing protective bollard poles around the Courthouse chiller & parking lot from the Highway Dept. Adding that approximately 8 – 10 poles would be needed & the Highway Dept. estimated the cost to be \$310.00/pole. Committee suggested getting other estimates & contacting the State Historical Society about what type of fencing around the chiller would be acceptable; no action taken.

11) **Bollards/Fencing – Chiller & Parking Lot**

S. Walker submitted written report & was accepted by Committee.

12) **Maintenance Supervisor Report**

K. Hines submitted written report & was accepted by Committee.

13) **Grounds Keeper Report**

Future agenda items:

- Bond #2 Projects.
- Window Project.

14) **Future Agenda Items**

Committee discussed meeting dates; next regular meeting set for Tuesday, July 13th, 6:30 p.m., County Board Room.

15) **Next Meeting Date**

Meeting adjourned at 7:46 p.m. by motion of J. Kosin/D. Rohl. Motion carried by voice vote with all in favor.

16) **Adjournment**

Submitted by: Jamie R. Feuerhelm, Pierce County Clerk

**APPROVED MINUTES OF THE
BUILDING COMMITTEE MEETING HELD
July 13, 2010 – 6:30 p.m.**

**STATE OF WISCONSIN)
COUNTY OF PIERCE)**

**COUNTY CLERK'S OFFICE
ELLSWORTH, WI**

2010-09

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 6:30 p.m.

1) **Meeting Convened**

A quorum was established acknowledging 5 members present.

2) **Those Present**

Members present:

Ken Snow	District #9
Don Rohl	District #11
Dan Reis	District #13
Ron Bartels	District #14
Jerry Kosin	District #15

Absent/Excused:

Also present:

Paul Barkla	District #5/IAC
Scott Walker	Maintenance Supervisor
Jamie Feuerhelm	County Clerk
Brad Roy	Zoning Compliance Officer

Motion by K. Snow/J. Kosin to approve agenda as presented; motion carried by voice vote with all in favor.

3) **Agenda Approved**

Motion by J. Kosin/D. Rohl to approve minutes of June 8th, 2010 meeting; motion carried by voice vote with all in favor.

4) **Minutes Approved**

None.

5) **Public Comment**

Maintenance Supervisor S. Walker explained that the committee would need to decide what type of roof replacement they desired for the Courthouse. He presented two choices between a rubber membrane style & a foam style roof. Committee discussed differences in warranties, quality, & price of both styles. Motion by R. Bartels/K. Snow to use foam style roof as the specification platform & proceed with RFP on the project; motion carried by voice vote with all in favor.

6) **Courthouse Roof**

Maintenance Supervisor S. Walker informed the committee that this project was ready to proceed to RFP. No action taken.

7) **Boilers – PCOB**

Maintenance Supervisor S. Walker informed the Committee that he had spoken with the Ellsworth Fire Chief about the possibility of burning the two buildings located at 388 & 420 W. Grove St., Ellsworth. The Chief indicated that they would be interested in using the houses for training exercises & could burn them for a cost of approximately \$5000 for both buildings. Supervisor P. Barkla informed the Committee that one of the houses contains evidence of an on going investigation & could not be destroyed until confirmation was obtained from the District Attorney's Office that the building is no longer needed. He added that it may be possible for the Sheriff's Dept. to assist in obtaining the necessary photos &/or evidence to help prosecution & defendant counsel to expedite the process. No action on taken on the demolition of the buildings. Committee also discussed other steps that need to be taken before any demolition could take place. Among them were an environmental study/evaluation/testing & disconnections of the electrical, gas, water/sewer connections. Motion by D. Rohl/R. Bartels to authorize S. Walker to investigate & proceed with the disconnecting of utility services to both buildings; motion carried by voice vote with all in favor.

8) Demolition of County owned Land

Maintenance Supervisor S. Walker informed the Committee that he solicited bids to improve & repair the landscaping around the Courthouse & received three bids. The bids were as follows:

- Huppert Landscaping in the amount of \$3200.00.
- Emerald Green Landscaping in the amount of \$6330.00.
- RockWorks Landscaping in the amount of \$5187.50.

Committee discussed scope of work to be done. Supervisor R. Bartels noted that specific details of work to be done were not included in the bid from Huppert Landscaping. Clerk J. Feuerhelm suggested consulting Corp. Counsel to draft a contract for vendor chosen that would include the specific scope of work to be done. Motion by R. Bartels/D. Rohl to accept bid from Huppert Landscaping in the amount of \$3200, contingent upon receiving a signed contract containing detailed specifications of work to be performed; motion carried by voice vote with all in favor.

9) Landscaping around Courthouse

Chairman D. Reis explained request from ADRC to designate up to three additional parking spots for the elderly residents visiting the grounds. Suggested location would be adjacent to the current handicap parking stalls. Committee discussed need & desire for such designation. Chairman D. Reis suggested that a better time to address the issue would be when the Committee addresses the issue of resurfacing or sealing & repainting the lot as a whole. No action taken.

10) Parking for Elderly – PCOB Lot

S. Walker explained that the Committee approved a maintenance agreement with Trane on the HVAC system but did not specify where funds were to come from for 2010. Remaining years of agreement would be included in future Maintenance Dept. budgets. Committee directed Mr. Walker to procure the funds from the Building Outlay account from funds previously designated for Roof on Blue Building-2010.

11) HVAC Maintenance Agreement

Committee discussed the purchase & planting of a tree in memory of former county board supervisor Bill Gilles. Request was previously submitted & approved but funds not specified. Motion by D. Rohl/K. Snow to purchase tree in memory of B. Gilles & procure funds from Building Outlay-Landscaping account; motion carried by voice vote with all in favor.

12) **Memorial Tree – Gilles**

Committee reviewed material submitted by Corp. Counsel regarding contracting with a consultant to assist with the window replacement project for the Courthouse, CH Annex & PCOB. Consultant considered was Ayres Associates in the approximate amount of \$25,400. Motion by D. Rohl/R. Bartels to contract with Ayres Associates as consultant for the window project contingent upon identifying funding source for costs involved; motion carried by voice vote with all in favor.

13) **Consultant – Window Project**

S. Walker submitted written report & was accepted by Committee.

14) **Maintenance Supervisor Report**

K. Hines submitted written report & was accepted by Committee.

15) **Grounds Keeper Report**

Future agenda items:

- Demolition of Grove St. properties.
- Window project.
- Elderly parking PCOB lot.
- Funding source for window project consultant.

16) **Future Agenda Items**

Committee discussed meeting dates; next regular meeting set for Tuesday, August 10th, 6:30 p.m., County Board Room.

17) **Next Meeting Date**

Meeting adjourned at 7:45 p.m. by motion of K. Snow/D. Rohl. Motion carried by voice vote with all in favor.

18) **Adjournment**

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

**APPROVED MINUTES OF THE
BUILDING COMMITTEE MEETING HELD
August 10, 2010 – 6:30 p.m.**

**STATE OF WISCONSIN)
COUNTY OF PIERCE)**

**COUNTY CLERK'S OFFICE
ELLSWORTH, WI**

2010-10

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 6:30 p.m.

1) **Meeting Convened**

A quorum was established acknowledging 5 members present.

2) **Those Present**

Members present:

Ken Snow	District #9
Don Rohl	District #11
Dan Reis	District #13
Ron Bartels	District #14
Jerry Kosin	District #15

Absent/Excused:

Also present:

Paul Barkla	District #5/IAC
Scott Walker	Maintenance Supervisor
Jamie Feuerhelm	County Clerk

Motion by K. Snow/D. Rohl to move item #8 Building Outlay/Budget prior to item #7 Demolition of County Buildings & approve agenda as amended; motion carried by voice vote with all in favor.

3) **Agenda Approved**

Motion by J. Kosin/R. Bartels to approve minutes of July 13th, 2010 meeting; motion carried by voice vote with all in favor.

4) **Minutes Approved**

None.

5) **Public Comment**

Chairman D. Reis explained that the committee approved the project but had not yet identified a funding source to pay Ayres & Associates for consulting fees relating to the project. Committee discussed costs & possible sources. Motion by K. Snow/J. Kosin to designate the Building Outlay Account – Courthouse, Annex & PCOB Window Replace 2010 line item as source of funding for up to \$30,000; motion carried by voice vote with all in favor.

6) **Consulting Fee –
Window Project**

Chairman D. Reis stated that he had spoken with county finance director with regard to the Building Outlay Account. He explained that there were several line items within the account that have outstanding balances & that the projects for which they were intended were now complete. He also suggested that the committee consider creating a new project item within the account to address current or future issues relating to property the County already owns. Motion by J. Kosin/K. Snow to create a project item entitled “Property Improvement” within the Building Outlay Account. Also to transfer balances in project items entitled Remodel old evidence room 2005, Furniture Reproductive Health &

7) **Building Outlay
Budget**

Treasurer 2007, Remodel economic support offices, PCOB roof repairs 2008, ADRC remodel 2008, & Furniture Treasurer & Public Health in all totaling \$50,099 to the new Property Improvement project item. Motion carried by voice vote with all in favor.

7) **Building Outlay Budget – cont.**

Maintenance Supervisor S. Walker informed the Committee of ongoing communications with the Ellsworth Fire Chief & representatives of Chippewa Valley Tech College who would like to use the two buildings located at 388 & 420 W. Grove St., Ellsworth, for training purposes. Committee discussed possible costs for demo, ongoing legal issues with regard to one of the units, status of disconnection of services, as well as tentative time table for the buildings to be removed according to the State Commerce Dept. Motion by R. Bartels/J. Kosin to approve the demolition of the buildings located at 388 & 420 W. Grove St., Ellsworth, WI contingent upon satisfactory resolution of pending legal issues; motion carried by voice vote with all in favor. Committee authorized Maintenance Supervisor S. Walker to coordinate the event & contact the proper officials/personnel to complete the project once legal issues are resolved.

8) **Demolition of County owned Land**

Maintenance Supervisor S. Walker informed the committee that Requests For Proposals were drafted & projects advertised for the PCOB boilers & the Courthouse roof. He indicated that the deadline for proposals was Aug. 27th with bid opening the same day & that a special meeting of the Committee would be needed to award the bids to successful bidders. No action taken.

9) **RFPs Boilers – PCOB, CH Roof**

Chairman D. Reis pointed out what projects were remaining to be addressed as outlined in the County Board minutes of April 13, 2010. Committee discussed projects remaining, whether they could be started yet this year, as well as timelines for completing the projects. No action taken.

10) **Remaining Bond Projects**

S. Walker submitted written report & was accepted by Committee.

11) **Maintenance Supervisor Report**

K. Hines submitted written report & was accepted by Committee.

12) **Grounds Keeper Report**

Future agenda items:

- Review/approve bids for PCOB Boilers, Courthouse Roof.
- 2011 Maintenance Budget Review.

13) **Future Agenda Items**

Committee discussed meeting dates; next regular meeting set for Tuesday, Sept. 14th, 6:30 p.m., PCOB Lower Level Meeting Room. Committee also set special meeting date for Aug. 31st, 10:00 a.m., place to be determined upon availability.

14) **Next Meeting Date**

Meeting adjourned at 7:20 p.m. by motion of J. Kosin/D. Rohl. Motion carried by voice vote with all in favor.

15) **Adjournment**

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

**APPROVED MINUTES OF THE
Special BUILDING COMMITTEE MEETING HELD
August 31, 2010 – 10:00 a.m.**

**STATE OF WISCONSIN)
COUNTY OF PIERCE)**

**COUNTY CLERK'S OFFICE
ELLSWORTH, WI**

2010-11

The Pierce County Building Committee met in the EOC Room of the Pierce County Courthouse Annex, Ellsworth, WI. Chairman Dan Reis called the meeting to order at 10:00 a.m.

1) **Meeting Convened**

A quorum was established acknowledging 5 members present.

2) **Those Present**

Members present:

Ken Snow	District #9
Don Rohl	District #11
Dan Reis	District #13
Ron Bartels	District #14 (arrived 10:05 a.m.)
Jerry Kosin	District #15

Absent/Excused:

Also present:

Scott Walker	Maintenance Supervisor
Kenny Hines	Fair Groundskeeper
Jamie Feuerhelm	County Clerk

Motion by K. Snow/J. Kosin to approve agenda as presented; motion carried by voice vote with all in favor.

3) **Agenda Approved**

Motion by J. Kosin/D. Rohl to convene in closed session at 10:02 a.m. pursuant to Wis. Stat. §19.85(1)(e), for the purposes 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:

4) **Closed Session**

Consideration & potential awarding of bids for:

- a. Courthouse Roof Renovation.
- b. PCOB Heating Plant Upgrade.

Motion carried by roll call vote with all in favor.

Motion by D. Rohl/J. Kosin to reconvene in open session at 10:25 a.m.; motion carried by roll call vote with all in favor.

5) **Open Session**

Committee reviewed bids submitted for the aforementioned projects. Bids were as follows.

Courthouse Roof Renovation – 2 bids were received from:

1. North Central Installation in the amount of \$34,308.
2. NES Building Solutions in the amount of \$32,695.

Motion by K. Snow/D. Rohl to accept bid from NES Building Solutions in the amount of \$32,695 for Courthouse Roof Renovation; motion carried by voice vote with all in favor.

PCOB Heating Plant Upgrade - 5 bids were received from:

1. Bartingale Mechanical - \$87,875.
2. Boiler Services, Inc. - \$103,220.
3. Albers Mechanical Contractors - \$76,490 (3 boiler system).
4. Ryan Mechanical - \$110,800.
5. Corvall Group - \$59,270.

Maintenance Supervisor S. Walker explained bids in detail & provided written summary to committee members. He indicated that Albers Mech. & Corvall Group did not include cost to connect controls to Trane system already in place. Also that Corvall bid a boiler brand that was not acceptable & were told so prior to placing bid. Motion by J. Kosin/R. Bartels to accept bid from Bartingale Mechanical in the amount of \$87,875 for PCOB heating plant upgrade; motion carried by voice vote with all in favor.

Maintenance Supervisor S. Walker presented proposed budget for Maintenance Dept. & Fairgrounds for 2011. He explained that there were a couple line items he needed to speak with Finance Director Julie Brickner about before he projects a final number. Committee reviewed budget & asked questions regarding various accounts & projects proposed. S. Walker directed to proceed with budget, meet with Finance Director & bring back final proposal at next meeting.

Motion by K. Snow/J. Kosin to approve 2011 Fairgrounds Budget as presented & forward to Finance & Personnel Committee; motion carried by voice vote with all in favor.

Future agenda items:

- 2011 Maintenance Budget Review/Approval
- Rental of former PIT building.
- Placement of Farm Tech. Days recognition sign.

Previously set for Tuesday, Sept. 14th, 6:30 p.m., PCOB Lower Level Meeting Room.

Meeting adjourned at 11:09 a.m. by motion of K. Snow/J. Kosin. Motion carried by voice vote with all in favor.

5) **Open Session**—cont.

6) **2011 Maintenance & Fairgrounds Budget**

7) **Future Agenda Items**

8) **Next Meeting Date**

9) **Adjournment**

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