

**PIERCE COUNTY
BUILDING COMMITTEE MEETING AGENDA**

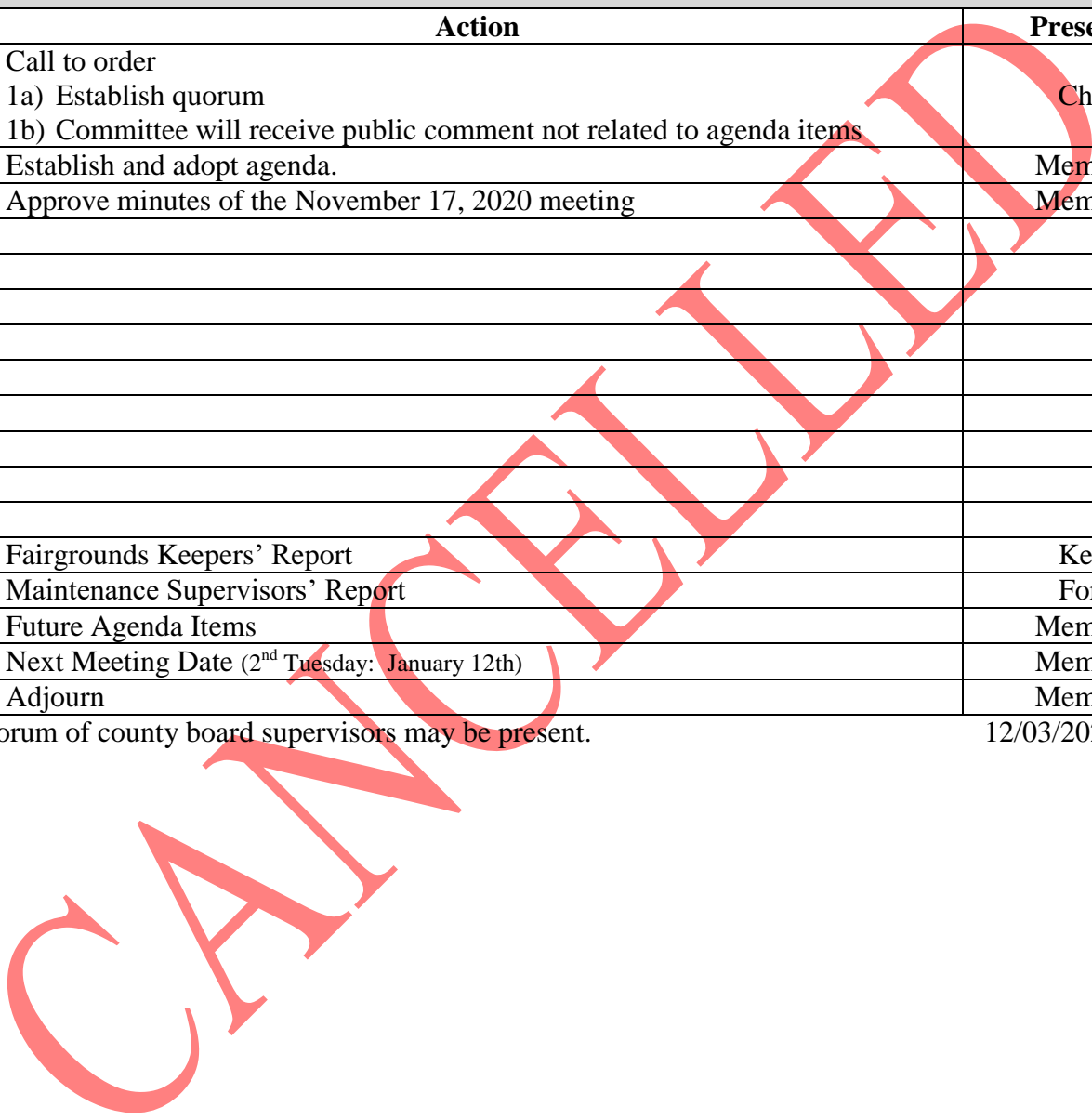
Tuesday, December 08, 2020 – 4:00 p.m.

Courthouse Annex – Annex Conference Room; 124 N Oak Street Entrance– 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 November 17, 2020 meeting	Members
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.	Fairgrounds Keepers' Report	Kelly
14.	Maintenance Supervisors' Report	Forss
15.	Future Agenda Items	Members
16.	Next Meeting Date (2 nd Tuesday: January 12th)	Members
17.	Adjourn	Members

A quorum of county board supervisors may be present.

12/03/2020 cjk



**APPROVED MINUTES OF THE
BUILDING COMMITTEE MEETING HELD
November 17, 2020 – 4:00 p.m.**

**STATE OF WISCONSIN
COUNTY OF PIERCE**



**Meeting held virtually via Google meetings
ELLSWORTH, WI**

2020 - 10

1) Meeting Convened

The Pierce County Building Committee met virtually online via Google meetings, Ellsworth, WI. Chairman Jon Aubart called the meeting to order at 4:04 p.m.

1a) Those Present

A quorum was established acknowledging 5 members present.

Members present:

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

Absent/Excused:

Also present virtually: Jerry Forss-Maintenance Supervisor, Jason Matthys-Administrative Coordinator, Brad Lawrence-Corp Counsel, Scott Schoepp-Parks Superintendent, Jamie Feuerhelm-County Clerk.

1b) Public Comment

None.

2) Agenda Adopted

Motion by M. Kahlow/D. Auckland to adopt agenda as presented; motion carried unanimously.

3) Minutes Approved

Motion by S. Bjork/M. Kahlow to approve minutes of the Oct. 13th, 2020 meeting; motion carried unanimously.

4) Discuss/take action on Seyforth Building roof insulation project bids

J. Forss explained that only one bid was received for the project from Bruce Andrews in the amount of \$203,841. He added that available budget funds for the project were \$50,000. AC J. Matthys suggested postponing starting the project at this time & perhaps bid the project again in January 2021. Motion by J. Kosin/D. Auckland to reject bid received & offer project for bid again in 2021; motion carried unanimously by roll call vote.

5) Discuss space needs, Annex & New Hearing/Courtroom Remodeling progress

J. Forss stated that there were no new requests for space needs. He added that the Court Hearing Room was nearly completed & should be done by the end of the month. J. Matthys gave update of the progress for Annex Remodel, indicating that current projections are within amount budgeted for the project. No action taken.

6) Discuss/take action on not installing a new door & doorway into Public Health meeting room

J. Forss & J. Matthys explained that previously more meeting space was needed on that level of the PCOB. Adding that the doorway would come at a significant cost primarily because of some fire alarm panels that would need to be relocated. Also, that upon completion of the Annex Remodel Project would allow more space on that level in PCOB, so going through the expense would not necessarily be needed. Motion by M. Kahlow/S. Bjork to cancel the request to add the doorway for Public Health meeting room & forego the project; motion carried unanimously.

7) Discuss/take action on moving the snowmobile trail that crosses County Owned property that the LEF occupies back to where it was last year

Chairman J. Aubart explained that the route previously approved by this Committee was not feasible at this time due to being right next to the south parking lot of the Law Enforcement Facility. J. Forss indicated that it should not be a problem & the snow fencing previously installed was changed to all for an opening for the trail. Motion by M. Kahlow/D. Auckland to move snowmobile trail where it crosses County owned property, back to the same route as last year; motion carried unanimously.

8) Future Agenda Items

J. Forss anticipated the only items he may have would be project updates. Chairman J. Aubart indicated that, unless necessary, the December meeting would be cancelled.

9) Next Meeting Date

To be determined.

10) Adjournment

Meeting adjourned at 4:32 p.m. by motion of S. Bjork/M. Kahlow; motion carried unanimously.

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

**PIERCE COUNTY
BUILDING COMMITTEE MEETING AGENDA**

Tuesday, November 17th, 2020 – 4:00 p.m.

This will be an online attended meeting only.

*For persons who wish to attend remotely, please join online online meet.google.com/gvv-zsdh-gky
or by phone (US)+1-609-434-2106 PIN:937 068 177#*

#	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 October 13 th meeting.	Members
4.	Discuss/take action Seyforth Building Roof Insulation Project Bids	Forss
5.	Discuss space needs, Annex & New Hearing/Courtroom Remodeling progress.	Forss/Matt hys
6.	Discuss/take action on not installing the new door and door way into the Public Health Meeting Room,	Forss
7.	Discuss/take action on moving the snowmobile trail that crosses County Owned property that the LEC occupies back to where it was last year	Forss
8.	Future Agenda Items	Members
9.	Next Meeting Date (2 nd Tuesday the 8th of December:2020)	Members
10.	Adjourn	Members
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		

A quorum of county board supervisors may be present. 11/12/20 jforss

**APPROVED MINUTES OF THE
BUILDING COMMITTEE MEETING HELD
October 13, 2020 – 4:00 p.m.**

**STATE OF WISCONSIN }
COUNTY OF PIERCE } EOC Room; Law Enforcement Facility
555 W. Overlook Dr., ELLSWORTH, WI**

2020 - 09

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 4:07 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 (remote)
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, Scott Schoepp-Parks Superintendent, Jamie Feuerhelm-County Clerk.

1b) Public Comment

None.

2) Agenda Adopted

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

3) Minutes Approved

Motion by J. Kosin/S. Bjork to approve minutes of the Sept. 8th, 2020 meeting; motion carried with 4 in favor & 1 abstained (M. Kahlow).

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

Chairman J. Aubart reviewed action taken by Law Enforcement Committee to authorize Option 2 or the orange route as the new route for the snowmobile trail. S. Schoepp indicated that the landowner agreements would need to be updated. He suggested authorizing Maintenance Supervisor Jerry Forss to sign the agreements. Committee advised that they be reviewed by Corp Counsel office before signing. Motion by S. Bjork/D. Auckland to authorize alternate snowmobile trail crossing on County property. Also, to authorize J. Forss to sign landowner agreements after being reviewed by Corp Counsel Office; motion carried unanimously.

5) Discuss space needs, Annex & New Hearing/Courtroom Remodeling progress

J. Forss stated that there were no new requests for space needs. J. Matthys stated that remodeling projects are on schedule & also within the amount budgeted for them. J. Forss added that the Annex remodel project is on schedule to be completed by the end of November & the new hearing room sooner than that. No action taken.

6) Discuss/take action on the Seyforth Building roof replacement and roof insulation project

J. Forss informed Committee that Market & Johnson have bid package ready to be sent out. He indicated that the Committee may want to consider waiting until spring which could offer better weather & possible savings. Motion by S. Bjork/D. Auckland to authorize the project to move forward & send out bid packages; motion carried unanimously.

7) Discuss/take action on sound proofing measures in the Seyforth Building

J. Matthys presented two quotes for adding acoustical sound panels in the Seyforth Building. Quotes were as follows: Eau Claire Acoustics, Inc. in the amount of \$14,500 for 50 panels or \$23,830 for 84 panels. Twin Cities Acoustics, Inc. in the amount of \$30,396 for 50 panels. Committee discussed options. Motion by M. Kahlow/D. Auckland to authorize project with funds from Building Outlay-Seyforth Building, & approve quote from Eau Clair Acoustics Inc. in the amount of \$14,500. Also forward to Finance & Personnel Committee recommending approval & redirect of funds; motion carried unanimously.

8) Discuss/take action on adding paper towel dispensers in Campus Restrooms

J. Forss explained that hands-free air dryers were added in 2012, but with COVID concerns more paper towels are being requested. He added that the vendor that provides the paper towels has offered to sell the dispensers for \$5/piece. Motion by S. Bjork/J. Kosin to approve purchase of paper towel dispensers & install as Maintenance Dept. finds appropriate; motion carried unanimously.

9) Discuss/take action the Maintenance Dept. installing snow fencing on the County Property that the LEC is located on

J. Forss reviewed discussions with the Law Enforcement Committee about installing snow fencing at the Law Enforcement Facility. He added that with the move of the snowmobile crossing additional fencing could be installed. Motion by D. Auckland/S. Bjork to approve installing snow fencing at the LEF this season & those to follow as long as it is helping; motion carried unanimously.

10) Discuss/take action on the Fairgrounds Keeper to contact the English Lutheran Church to ask them to make improvements to their Church Stand

M. Kelly indicated that the other church or food stands on the fairgrounds have kept up their buildings quite well, but that the English Lutheran Church stand could use to be painted. He requested permission to contact the appropriate individuals to ask them to get the building painted. Committee authorized Mr. Kelly to do so. No action taken.

11) Future Agenda Items

- Nothing presented at this time

12) Next Meeting Date

Next regular meeting set for Nov. 10th, 2020 immediately following the County Board meeting at approx. 10:00 a.m.; EOC Law Enforcement Facility.

13) Adjournment

Meeting adjourned at 4:51 p.m. by motion of D. Auckland/S. Bjork; motion carried unanimously.

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

****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
14.		
15.		
16.		
17.		
18.		
19.		

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
14.		
15.		
16.		
17.		
18.		
19.		

A quorum of county board supervisors may be present. 09/01/20 jforss

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

**STATE OF WISCONSIN
COUNTY OF PIERCE**



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

2020 - 07

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 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
Scott Bjork	District #7
Dale Auckland	District #12
Jerry Kosin	District #15

Also present: Dean Bergseng-Dist. 8, Jeff Holst-Dist. 16, Jerry Forss-Maintenance Supervisor, Matt Kelly-Fair Groundskeeper, Jason Matthys-Administrative Coordinator, Jamie Feuerhelm-County Clerk.

1b) Public Comment

D. Bergseng informed Committee that Fair Committee is considering issues like an addition to shelter stand for music, acoustics in Seyforth Building, & parking.

2) Agenda Adopted

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

3) Minutes Approved

Motion by S. Bjork/D. Auckland to approve minutes of the July 30th, 2020 meeting; motion carried unanimously.

4) Discuss space needs

J. Forss indicated that the Clerk of Court, District Attorney, & Veterans' Office have requested space in the secured storage area. Nothing else to report at this time, & no action taken.

5) Discuss/take action on Maintenance Dept. 2021 Budget

J. Forss & M. Kelly presented the departments 2021 Budget & explained personnel costs were only increase. Committee discussed amount for Building Outlay could be approved without identifying specific projects at this time. Motion by J. Kosin/S. Bjork to approve 2021 Maintenance & Fairgrounds Budget; motion carried unanimously.

6) Discuss/take action on Seyforth Building roof architect quotes

J. Forss indicated he received three quotes for engineering a bid package for proposed roof work based on recommendation by Braun Intertec Corp. Braun Intertec for \$7,000; Ayers for \$3,500; Cedar Corp. for \$4,500 to \$7,000. Motion by S. Bjork/M. Kahlow to approve architect bid from Ayers in the amount of

\$3,500 for Seyforth Building roof project; motion carried unanimously.

7) Discuss/take action on Braun Intertec Corp. Silver Barn Analysis

J. Forss stated that Braun Intertec Co. recommended not attempting to change the shape of the building but further support the areas of distress as the building sets. He added that the repairs needed could be done by current staff & paid for with Fairgrounds Improvement fund. Motion by D. Auckland/S. Bjork to approve repairs to Silver Barn as suggested by Braun Corp. to be performed by Maintenance staff with expenses for project to come from Fairgrounds Improvement fund; motion carried unanimously.

8) Discuss/take action on IT Server Room AC replacement quotes

J. Forss explained he requested quotes from four different vendors but only one responded with a quote. That vendor was Trane in the amount of \$12,505. He further explained funds to cover the project could come from Building Outlay-Campus Improvements 2018 (\$36), projects approved in 2019 (\$8,920), & Electrical 2019 (\$6,595). Motion by S. Bjork/D. Auckland to approve quote from Trane as presented & the expenditure of funds from accounts as described; motion carried unanimously.

9) Discuss/take action on removal of dead trees in front of PCOB

J. Forss explained there are two trees near south side entrance to PCOB that are dead or dying & suggested they be removed. An estimate to remove the trees & grind the stumps was provided by JCE Tree Service for \$1,500. Motion by M. Kahlow/S. Bjork to approve removal of trees & stumps by JCE Tree Service in the amount of \$1,500; motion carried unanimously.

10) Discuss/take action on the Ellsworth FFA using Fairgrounds Picnic Tables off the fairgrounds

M. Kelly explained the FFA group requested to use (without fee) 15 to 20 tables from the Fairgrounds for an event they are conducting. Some Committee members expressed concerned about setting a precedence in lending such equipment. Supervisor S. Bjork expressed the same concern but added that because of the COVID19 maybe an exception could be made this one time. Motion by S. Bjork/D. Auckland to approve allowing Ellsworth FFA to utilize tables from Fairgrounds on a one-time basis only, contingent upon all tables &/or items used to be returned in the same condition as they leave County premises. Motion carried with 4 in favor & 1 opposed (M. Kahlow).

11) Discuss water damage to the interior surfaces of the Courthouse Dome

J. Forss explained that water damage was discovered while roofing project was ongoing in the Courthouse cupola. Roofers made repairs to prevent future intrusion & maintenance staff made temporary fixes to plaster & paint. Also, insurance coordinator has been notified to determine if a claim should be made. No action taken.

12) Update on the Courthouse Roof Project

J. Forss explained that the project has been completed but some water damage was experienced during the project because of rain during the roof replacement. Roofing vendor Fisher Companies are working with him to rectify the damages. No action taken.

13) Future Agenda Items

- Building Outlay project designations
- Courthouse Dome/Cupola repairs

14) Next Meeting Date

Next regular meeting set for Sept. 8th, 2020 at 4:00 p.m.; County Board Room.

15) Adjournment

Meeting adjourned at 4:48 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, 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
16.		
17.		
18.		
19.		

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

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

**STATE OF WISCONSIN
COUNTY OF PIERCE**



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

2020 - 05

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 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: Dean Bergseng-Dist. 8, Jerry Forss-Maintenance Supervisor, Matt Kelly-Fair Groundskeeper, Jason Matthys-Administrative Coordinator, Ann Webb-Fair manager, Jamie Feuerhelm-County Clerk, & Jim Geraets-resident.

1b) Public Comment

D. Bergseng requested on behalf of the Fair Committee that if this Committee determines to do something that they allow time for the Fair Committee to discuss the issue as well.

2) Agenda Adopted

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

3) Minutes Approved

Motion by J. Kosin/S. Bjork to approve minutes of the June 9th, 2020 meeting; motion carried unanimously.

4) Discuss/take action regarding the rental of the Pierce County Fairgrounds and facilities for private events during COVID19

J. Matthys explained that it was the desire of at least some members of the County Board that this Committee review the policy of renting out the fairgrounds in light of the COVID19 pandemic. Committee discussed not allowing future rental contracts for the rest of the year. Exception being winter storage, camping, or smaller events that could comply with health department recommendations.

Motion by S. Bjork/D. Auckland to allow no paid rentals through the end of 2020, except winter storage, camping, or any other rental that could comply with the current recommendations set forth by Public Health at the time of the rental; motion carried unanimously.

5) Discuss and take action on purchasing new batteries for the Courthouse Annex UPS

J. Forss indicated that he received five bids on replacement batteries for a UPS. The two lowest bids were as follows: P3Power for \$2,298.62; Batteries+Bulbs for \$2,104.92. He explained that even though the B+B bid was slightly less, they bid a Duracell battery that was not a manufacturer recommended battery for this

particular UPS. He recommended bid from P3Power. Motion by S. Bjork/D. Auckland to approve bid from P3Power in the amount of \$2,298.62 for replacement UPS batteries; motion carried unanimously.

6) Update on Seyforth Building roof project

J. Forss indicated that he spoke with Randy LaFaive-Market & Johnson & they are working with architects on a plan for the project. No action taken.

7) Update on Silver Barn structure

J. Forss indicated that Braun Intertec Co. did a site walk-through of the building & is working on a report of their findings. No action taken.

8) Update on the IS Server Room AC

J. Forss stated that he is still waiting to receive quotes from other vendors on the project. He anticipated he would have those quotes or bids by next month. He added that the back-up units being utilized are still working well & the Dept. has back-ups for those units as well, should one falter. No action taken.

9) Future Agenda Items

- Items 6 – 8 above
- 2021 Department Budgets

10) Next Meeting Date

Next regular meeting set for Aug. 11th, 2020 at 4:00 p.m.; County Board Room. J. Matthys indicated that a special meeting may be necessary if bids for the Annex remodel project were favorable & timely. Bids are due prior to the next meeting.

11) Adjournment

Meeting adjourned at 4:24 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, 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
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		

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
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
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.

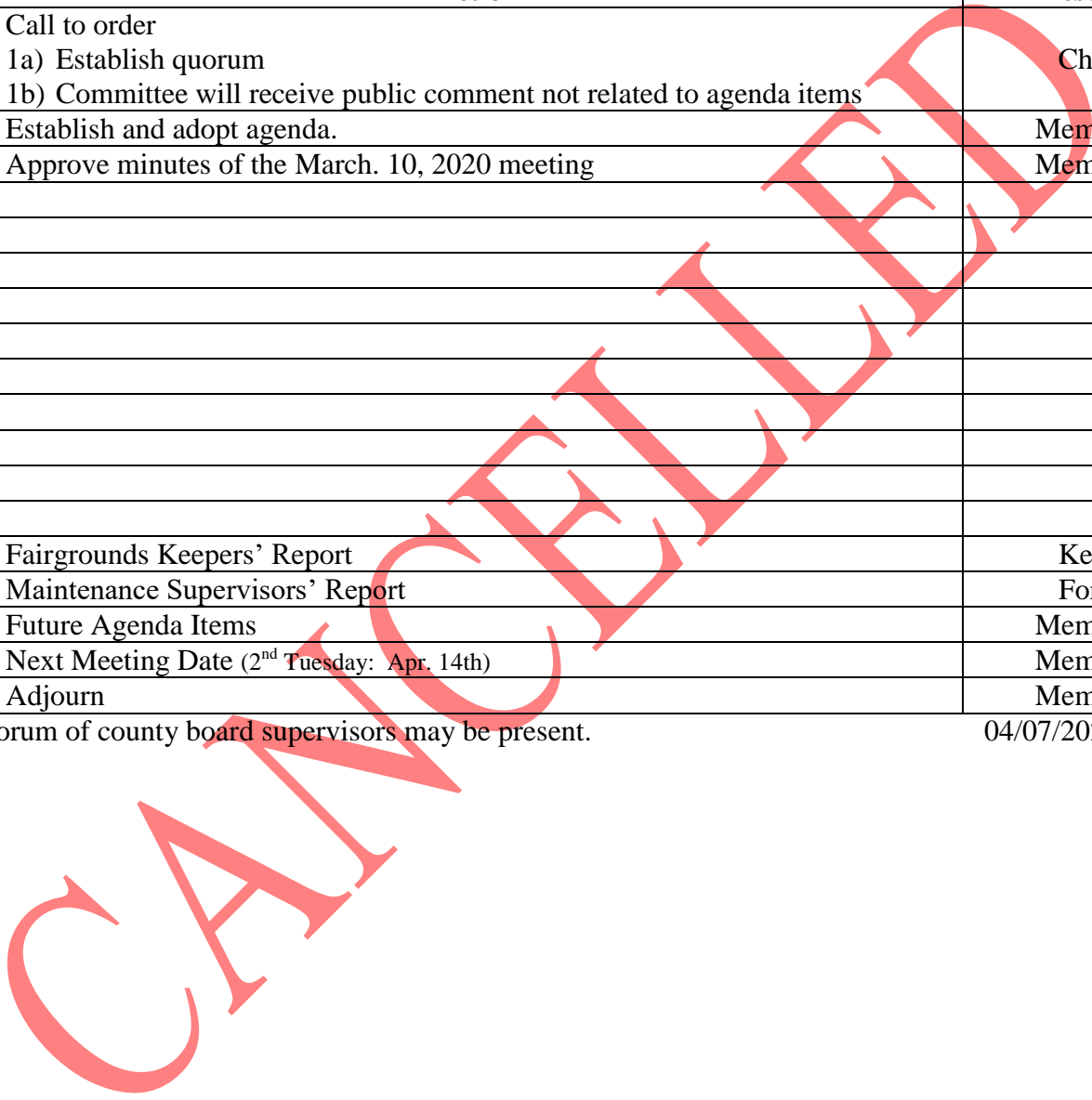
05/05/2020 cjk

**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
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
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. Matthys 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



By joining, you agree to the [Terms of Service](#) and [Privacy Policy](#). System info will be sent to confirm you're not a bot.

Meet doesn't work on your browser

To join the video meeting