

**PIERCE COUNTY
BUILDING COMMITTEE MEETING AGENDA
Tuesday, January 17, 2017 – 4:00 p.m.
Courthouse - County Board Room; 414 W. Main St. – Ellsworth, WI**

#	Action	Presenter
1.	Call to order.	Chair
2.	Establish quorum.	Chair
3.	Establish and adopt agenda.	Members
4.	Committee will receive public comments not related to agenda items.	
5.	Approve minutes of the November 15, 2016 meeting.	Members
6.	Discuss space needs	Members
7.	Discuss/Take action on rental rates for Valley Springs Motorcycle to rent the grounds and Seyforth Building.	Forss/Gerdes
8.	Discuss/Take action on purchase of new snow shovels.	Forss
9.	Discuss water heater replacement in the Annex.	Forss
10.	Maintenance Supervisor report	Forss
11.	Fair Groundskeeper report	Kelly
12.	Future Agenda Items	Members
13.	Next Meeting Date (Second Tuesday: Jan. 10 th)	Members
14.	Adjourn	Members

A quorum of county board supervisors may be present.

01/12/17 ck

**UNAPPROVED MINUTES OF THE
BUILDING COMMITTEE MEETING HELD
November 15, 2016 – 3:00 p.m.**

**STATE OF WISCONSIN
COUNTY OF PIERCE**



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

2016 - 12

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 3:00 p.m.

2) Those Present

A quorum was established acknowledging 3 members present; 2 excused.

Members present:

Mike Kahlow District #6
Dan Reis District #13
Jerry Kosin District #15

Absent/Excused:

Scott Bjork District #7
Ken Snow District #9

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

3) Agenda Adopted

Motion by M. Kahlow/J. Kosin to adopt agenda as presented; motion carried/passed unanimously.

4) Public Comment

Maintenance Supervisor J. Forss informed the Committee that meetings could be changed back to 4 p.m. as he no longer has a conflict with that time.

5) Minutes Approved

Minutes of the Oct. 11, 2016 approved by motion of J. Kosin/M. Kahlow.

6) Discuss/Take action on the 2017 non-fair time fairgrounds rental rates

Fair Coordinator A. Webb reviewed the proposed new rates for 2017. She explained that the precedence was to increase rates by 5%/year since 2007, with the exception of 2011 when they were increased by 2.5%.

Motion by M. Kahlow/J. Kosin to approve 2017 non-fair time fairgrounds rental rates that include a 5% increase; motion carried/passed unanimously.

7) Discuss space needs

AC J. Miller informed Committee that the Corp. Counsel Office & County Board Chairman have reviewed the contract & made some suggestions. Suggestions will be sent to Potter/Lawson for review. New deadline to complete the work is February 15, 2017. No action taken.

8) Discuss/Take action on purchase of new and replacement of outside PCOB railings

Maintenance Supervisor J. Forss explained that he was instructed to get further information on railings & has done so. Bids for stainless steel & self-assembly type rails were obtained. Stainless steel was approx. \$2200 less but Mr. Forss was concerned that if it gets damaged it is difficult to repair in comparison to galvanized steel. Bids were obtained for Schedule 40 & Schedule 80 galvanized railing as well as stainless steel. Low bid submitted by Storms Welding & MFG in amount of \$21,110 for Schedule 40; \$25,110 for Schedule 80.

Motion by M. Kahlow to approve bid from Storms Welding for Schedule 40 railing; motion failed for lack of second. Motion by J. Kosin/M. Kahlow to approve bid from Storms Welding for Schedule 80 railing in the amount of \$25,110; funds to come from Building Outlay-Concrete Work & Property Improvement. Motion carried/passed unanimously.

9) Discuss/Take action on tree work in the fairgrounds

Maintenance Supervisor J. Forss & Groundskeeper M. Kelly reviewed areas on the fairgrounds where tree removal & trimming was necessary. Mr. Forss suggested using JCE Tree Service because of their history of doing good work for Pierce County & were very prompt in previous jobs. Motion by M. Kahlow/J. Kosin to approve bid for \$14,900 & authorize JCE Tree Service to perform the work; motion carried/passed unanimously.

10) Discuss/Take action on new roof on the Senior Citizens building

Maintenance Supervisor J. Forss explained that Andrews Steel Roofing offered to put new roof on Senior Citizen building in exchange for lease space during the fair for two years. He added that he had discussed with issue with Corp. Counsel & was informed he needed to get a more specific bid & cost. Fairgrounds Keeper M. Kelly indicated that materials would cost approx. \$1000 to \$1500 plus staff time to install estimated at approx. \$1000. More information to be gathered. No action taken.

11) Discuss the dirt pile in the fairgrounds

Maintenance Supervisor J. Forss explained that the department had stock piled a large amount of dirt taken from the new jail site on the fairgrounds in an open area adjacent to grandstands. A complaint was received regarding run-off & the DNR was called. He met with agent & suggestions were made to contain the run-off which would be implemented .

12) Maintenance Supervisor report

J. Forss submitted written report & was accepted by Committee.

13) Fair Groundskeeper report

M. Kelly submitted written report & was accepted by Committee. He added that winter storage season had already begun & buildings used for such were nearly full.

14) Future Agenda Items

- Space needs
- Roof replacement for Senior Citizens Building

15) Next Meeting Date

Committee discussed next meeting date. J. Forss indicated that he would have few if any items for the December agenda & suggested waiting until January to meet. Committee concurred. Next meeting set for Jan. 10th, 2017 at 4:00 p.m.; County Board Room.

16) Adjournment

Meeting adjourned at 3:41 p.m. by motion of M. Kahlow/J. Kosin; motion carried/passed unanimously.

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

#7 Fairgrounds Rental

Rates



Jerry Forss <jerry.forss@co.pierce.wi.us>

#7

January B/G agenda item1 message

Ann Webb <awebb@co.pierce.wi.us>

Mon, Dec 12, 2016 at 9:10 AM

To: Jerry Forss <jerry.forss@co.pierce.wi.us>

Cc: Sue Gerdes <sue.gerdes@co.pierce.wi.us>

Hi Jerry,

Can you add to the January B/G agenda an item for:

Discuss/take action on Fairgrounds rental for Valley Springs Motorcycle Club for July 8, 2017.

This is the information I received from Sue Gerdes concerning an event they want to hold on the fairgrounds on July 8th.

*Hi Ann!**We are checking to see if the Seyforth Bldg and some camping area are available to rent on 7/8/17 for our Dual Sport event. The event itself is not held at the fairgrounds, as it is like a trail ride. However, we will do registration in the morning and serve a meal in the evening. In 2016 we had maybe a dozen campers and 2 dozen trucks with motorcycle trailers. We would be hopeful for more in 2017, but is not predictable. Let me know your questions.**Thanks,**Sue Gerdes*

I have quoted her the 2017 price on the one day rental of the grounds and the Seyforth Bldg. of \$387. off of the new rental charge decided on at your November meeting.

Last year, they rented from the Gas Lite for \$300 and camping was included in that rate. They would like to utilize the Fairgrounds but the added fee of \$25. per camper could possibility make it not feasible.

They would like to committee to consider waiving the camping fees for this 2017 rental.

Please be in communication with Sue Gerdes if you feel she should be at the January B/G committee meeting. Matt & I are unavailable as we are at the State Fair convention in Wisc. Dells.

Let me know if you have any questions for me.

2017 Fairgrounds and Building Rental (Non-Fair)

#7

Group Requesting Valley Springs Dates Needed July 8, 2017

	Facility Requested	# Of days req.	1-day rate	2-day rate	3-day rate	Flat Fee	Billable Charges	Total
1	Grounds rental base fee – no buildings* (required)		129	169	208			129.00
2	Seyforth Bldg. (March 15 – Oct. 15)		252	336	413			252.00
3	Seyforth Bldg. (Oct. 16 – March 14)		301	411	516			
4	Seyforth Bldg. – Auction (March 15 – Oct.15)**		-	-	461			
5	Seyforth Bldg. – Auction (Oct. 16 – March 14)**		-	-	612			
6	Picnic Shelter & Gazebo		129	169	208			
7	Drewiske Building		252	336	413			
8	Round Barn		n/a	n/a	n/a			
9	Arena Barn		252	336	413			
10	Blue Barn		169	212	250			
11	Silver Barn		169	212	250			
12	Horse Barn		169	212	250			
13	Horse Arena		169	212	250			
14	Poultry Barn		169	212	250			
15	Home Economics Bldg		212	269	336			
16	New Exhibit Bldg		252	336	413			
17	Grandstands + electricity		1134	1635	2137			
17a	Press box w/PA equip.		125. per	hour w/4	hr. min.	+\$50/hr	after for	Tech.
18	All Fair Bldgs except Seyforth Bldg., grandstands & round barn		502	667	836			
19	Camping – Indiv.*****		24	50	75			
20	Camping - Group		-	-	-			
21	Electricity		-	-	-			
22	Paper products & supplies		-	-	-			
23	Food stand fees***			122	180			
24	Food stand – mobile w/elec***		80	161	238			
25	Groundskeeper labor \$100./hour	-		-	-	-		
26	Groundskeeper labor w/ tractor \$198./hour	-	-	-	-	-		
27	Insurance	-	-	-	-	-	Provide	Proof
28	Other specified charges	-	-	-	-	-		
29	Damage deposit (1x rental)	-	-	-	-		-	381.00
	TOTAL							381.00

2017 Winter Storage rate is \$10.00/foot for inside storage and \$5./foot of outside storage.

*Base fee: includes ground's maintenance, use of restrooms, parking, and access to grounds

** Seyforth Building Auctions – includes day before and day after auction for set-up & removal.

*** Food stand fees for multiple day events only. **** County Depts. and 4-H groups pay only consumable costs – no rental fees. ***** The base grounds rental fee does not apply to camping

Approved 11-15-16 by Building/Grounds Committee effective 1-1-17

H:\my documents\fairground rental\fairgrounds\2017\2017 proposed rent table

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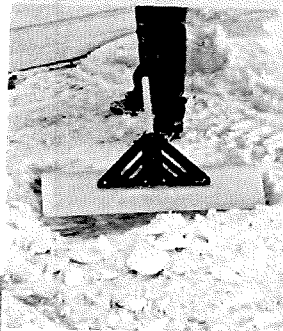
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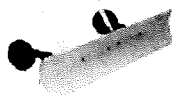


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Chat

#9 Water Heater

Replacement

The water heater in the Annex boiler room was found to be leaking. It was monitored for a couple of weeks and according to the increased amount of water that continued to accumulate on the floor, I went forward with getting it replaced without bringing it to the Building Committee. I did get pricing from Eaton's Heating and Comforts By Design which were around the \$14,000 mark and a price from Jerry Sprick of GS Distributing who has helped us with different plumbing needs here in the past. He said with help from the Maintenance staff, his bill would be around the \$12,000 mark. The old water heater was needed a metal chimney to vent where the new one is a power vent that uses a PVC chimney. The new heater is eligible for a \$400 dollar rebate from Focus on Energy that once deducted from the price of the water heater puts the high efficient power vented model really close to the cost of a non-power vented less efficient one. I did make contact with both Dan and JoAnn before proceeding with the replacement. When the pricing was done, the plan was to put the new heater in the same spot as the old heater. After looking at looking the whole picture over, I decided to install the new heater in a different location in the boiler room. The cost of material may be higher but, the labor should be less. My guess is the final cost should be the same.

Maintenance Supervisors Report for November 9th–January 4th

- Removed some snow.
- Worked with Solid Waste to get some flooring redone.
- Completed some cleaning and repairs for the Highway Dept.
- Completed some cleaning and repairs for the Courthouse and PCOB.
- Installed carpeting at the Nurses office in River Falls.
- Worked with the Fair on things.
- Blue Building cleaning and organizing.
- Replaced the water heater in the Annex.
- Shopped for new snow shovels.
- 79 work orders have been completed from Nov 9th – Jan 4th.
- 670 days without time lost injuries has been accomplished to Jan 4ths date.
- Prepared for this meeting

Jerry Forss

01-12-17

#11

FAIRGROUNDS REPORT FOR November 9- January 3

- Weekly cleaning and daily vacuuming of Seyforth bldg.
- Finished winter storage
- Helped set up for vote recount in Seyforth building
- Emptied out fair kitchen area for new floor coating on December 8-10
- Had a couple water issues when flooring company come to do the floors, Maintenance staff helped fix the problems
- Painted Kitchen area
- Installed new suspended ceiling grid and tiles in kitchen
- Installed and wired new led ceiling lights and ceiling fan
- Ordered and picked up materials for Seyforth building projects
- Helped maintenance staff with carpeting project for reproductive health
- Plowed snow on campus grounds several times
- Check all outbuildings daily
- Made out my monthly report

Matt Kelly 1-03-2017