

## **Buildings & Grounds Committee Meeting Minutes**

Date: October 5, 2021                      Time: 9:00 a.m.

Place: Courthouse County Board Room 101; 126 Cherry St; Phillips, WI 54555

Call to order and Roll Call: Meeting called to order by Jordan Spacek, Committee Chairperson at 9:00 a.m. Present: Brian Ernst, Robert Kopisch, Mark Kyle, Waldermar Madsen, Jordan Spacek. Also present: Nick Trimner, David Bockerstette, Allan Barkstrom.

Nick reviewed process for attending via conference call.

Items for discussion and possible action:

1. Public Comment and Communications: None.
2. Meeting Minutes – July 8, 2021: Motion Kyle/Madsen to approve the minutes from the July 8, 2021 meeting as presented. Motion carried.
3. Financial Reports and Vouchers: Motion Ernst/Madsen to approve the vouchers in the amount of \$96,334.52. Motion carried.
4. Fairgrounds Property
  - a. Status Update: Several repairs completed before the fair was held. Need to work on the 2022 lease agreement.
  - b. Public/Private Partnership of Property
    - i. Title Search Results: Title search was completed on two of the three parcels. Bruce Marshall is working on clarifying ownership of the third parcel.
    - ii. Potential for Moving Forward: Nick is working with Bruce to define conditions that can be put on a sale to protect usage by current groups and maintaining the buildings for their use.
    - iii. Next Steps: If discussion of a potential sale does not move forward, the issue with the barn needs to be addressed. Motion Kyle/Ernst to proceed with exploring a potential sale. Motion Kyle/Ernst to amend the motion to include “and forward to the County Board for their consideration”. Motion carried. Motion carried on amended motion.
5. Repair/Replacement Projects
  - a. Normal Building: AC project parts were back ordered, but currently moving toward completion. Working with Focus on Energy for available rebates.
    - i. RFP – Instrumentation and Controls for HVAC: Only one bid: \$289,500. Motion Ernst/Kyle to approve the project bid from JAMAR and forward to the County Board for approval of using ARPA Funds. Motion carried.
    - ii. RFP – Window Replacements: 2022 project. 165 windows to replace. Four vendors showed up for project review. Bids will be due October 15<sup>th</sup>.
  - b. Safety Building: New air handler and chiller for the old section of the building. Will be recommended to use ARPA funds. Working on engineering specs.
  - c. Courthouse: New chiller, new motor for air handler and HVAC controls. Will be recommended to use ARPA funds. Working on engineering specs. Estimated at \$435,000. Roof project will be on hold until this project is done.
6. Set next meeting date: December 7<sup>th</sup>.
7. Meeting adjourned at 10:19 a.m.

Submitted by: Jean Gottwald, County Clerk