

PUBLIC PROPERTY COMMITTEE
APRIL 22, 2015

The Public Property Committee of the Grant County Board of Supervisors met on Wednesday, April 22, 2015 at 9:00 a.m. in Room 266 of the Administration Building, Lancaster, WI pursuant to the previous meeting of March 25, 2015.

The meeting was called to order by John Beinborn, Vice Chair at 9:03 a.m., Carol Beals, Chair came shortly after the call to order. The County Clerk, Linda K. Gebhard verified that the meeting was in compliance with the open meeting law posted in three places and published on the County Web Site.

Members present: Carol Beals, Donald Splinter, Vern Lewison, Dale Hood, Lester Jantzen and John Beinborn. Robert Keeney, County Board Chair was also present.

Agenda: Dale Hood, seconded by Lester Jantzen, made a motion to approve the agenda as written. Motion carried.

Minutes: Don Splinter, seconded by Vern Lewison, moved to approve the March 25, 2015 minutes as written. Motion carried.

Insurance: Jenna Goodrich from A.J. Gallagher reported the claims had been reviewed; no open lost time claims at this time. She will be checking on a couple claims that are open at this time. Jenna stated trainings will be held for Law Enforcement and Highway.

Randy Peterson, TRICOR, reported that the claim history has been very low. Grant County used to have a high volume of vehicle claims that would be reported, now there are very few claims that are reported. Randy stated that he feels trainings that have been held in Grant County have helped a lot.

Randy touched on the Local Government Property Fund issue. He stated that the State has extended the termination of this fund until 2017 but because they are operating on a deficit Randy felt the County should start looking into other carriers for the property coverage in the near future. Randy told the committee that he knows there will be at least a 57% raise in the rates, 45% for premium and 12% for assessment. Randy said he did not know how other companies would address coverage because Local Government Property Insurance was so low it could not be matched mainly because there was no limit on replacement cost. It may have to change and property may have to be assessed for functional replacement only. Randy felt that Grant County's good track record would definitely help; he has contacted Travelers Insurance for their input on this issue.

Brent Straka, TRICOR, was unable to attend the meeting.

Courthouse and Administration Building Maintenance: Terry Clark reported there has to be a new air handler unit installed in the Administration Building; the hard drive has failed in the old one. The unit was original to the building of 17 years. The cost will be \$4, 216.00 plus the cost for electricians to install the unit.

Don Splinter, seconded by Vern Lewison made a motion for approval to install the new unit for the stated cost to be paid for out of the Maintenance Fund in the County Clerk's budget. Motion carried.

Mark Udelhofen was not present at the meeting; there have been no issues to report from the Courthouse at this time.

Correspondence: Linda K. Gebhard, County Clerk presented some dates from the Lancaster Chamber of Commerce for the committee to approve the use of the Courthouse Lawn for the following summer events:

- Brews and Blues – June 20
- Night on the Square – July 16
- Deals and Steals Day – August 7

The Chamber would like to place banners up for these events as they occur.

John Beinborn, seconded by Lester Jantzen made a motion to approve for the Lancaster Chamber the stated dates to use the Courthouse Lawn. Motion carried.

Update on Fair Handicap Bathroom: Amy Olson, Fair Manager sent a letter to the members of the Public Property/Technology Committee informing them the restroom project at the Youth and Ag Center has been completed. The original quote for the work was \$46,958.00 but in the end, the total cost of the project was \$37,607.25 saving the county \$9,350.75. The work was done by Otter Creek Construction and IIW; there were no issues during the construction. Amy thanked the committee for their support in the project, now the bathrooms are up to code.

Bids for the Courthouse Lawn mowing: Linda K. Gebhard, County Clerk submitted two bids that had been received from vendors for the two year lawn mowing contract.

Oak Street Curb Appeal, LLC, Bob Blindert: \$50.00 per mowing/trimming/clean up clippings; \$50.00 per weed and feed application as needed; \$50.00 per thatching per requested by the County.

Green Pro, Montfort, WI: \$80.00 per mowing/trimming/clean up clippings; \$350.00 per thatching, spring clean up raking, trim bushes, clean flower beds, rolling; \$55.00 mulching.

Donald Splinter, seconded by Dale Hood, made a motion to accept the bid for mowing the Courthouse Lawn from Oak Street Curb Appeal, LLC, Bob Blindert for a two year agreement. Motion carried.

Consultant Service for Property and Casualty Insurance: After discussion on the projected termination of the Local Government Property Fund in 2017, the committee asked that Randy Peterson, TRICOR and Jenna Goodrich from A.J. Gallagher bring back to the committee for review at the May committee meeting quotes from their companies on the content and properties of Grant County. County Clerk, Linda K. Gebhard, was instructed to include this item on the agenda for May.

Structural Engineer report to install flag on Courthouse: Kurt D. Frey sent the following recommendations to Robert Keeney regarding installing a flag on the Courthouse dome.

With respect to support of a new flag pole mounted to the top of the upper cupula. Based on my observation of the existing dome framing I think it is feasible to mount a new flag atop the upper cupula by attaching the flag pole to a structural support that would extend down thru the dome top and down to the existing angle framing at the base of the dome.

The following are my thoughts on how the flag pole could be successfully supported from the structure without causing structural distress to the top wood cupula framing; which was used to support the past flag pole:

1. Cut a round hole in the top of the wood cupula framing and in the top steel compression ring at the top of the main dome

steel framing structure.

2. Cut the hole in the wood cupula +/-1" larger in diameter than the steel pipe column so a backer rod and sealant can be used at the top of the wood cupula to accommodate the flag pole movement without putting stress on the wood cupula framing.

3. Add a steel pipe column; sized as required to support the flag pole. It is estimated the size of the pipe column would be +/-6" in diameter. The pipe column would extend from just above the top of the wood cupula down to the existing steel angle framing at the base of the existing dome steel framed structure. The column would be anchored to the existing steel compression ring at the top of the dome structure and to the bottom of the existing angle framing. This would provide the needed bracing for the column. The column would not be attached to the wood cupula framing.

4. A cap plate would be provided at the top of the column with matching holes to that of a flag pole base for mounting the flag pole to the column.

5. The tube column may be somewhat visible as it extends thru the wood cupula, but I don't think it would be very noticeable; with shadowing from the cupula.

6. Flashing and/or sealant can be applied at the column penetrations in the wood cupula and top of the steel dome structure to make this a water tight installation.

In addition to supporting the flag pole I think it is conceivable to provide a structure that could penetrate the dome structure that would serve as a means to raise and lower the flag internally in the dome structure and at the base of the dome making it easier to raise and lower the flag. My thoughts on how this could be feasible are:

1. Come down about 1/3 from the upper dome roofing and cut a +/-5" diameter hole in the roof.

2. Add a galvanized steel or PVC pipe assembly thru the opening to serve as a guide for raising and lowering the flag.

3. The pipe assembly would be such that it would be horizontal or even slightly pitched down to minimize rain or snow infiltration into the dome at the roof opening. The assembly would have a 90 degree couple of elbow or two in it to guide the rope assembly for raising and lowering the flag.

4. Along the horizontal section of the assembly that penetrates the roof a +/-2" diameter hole could be cut in the bottom of the pipe and a stainless steel drip pan could be mounted to the bottom of the pipe to collect any rain or snow that may get into the pipe assembly.

5. To assist in guiding the rope assembly for rising and lower the flag to the internal platform at the base of the dome two or three pipe sleeves could be added along the dome structure.

Based on my site observations and using the above approach it is my engineering opinion that it is structurally feasible to mount the new flag pole to the existing dome structure and provide a means of raising and lower the flag internally in the dome structure; and at an accessible location without causing undue structure distress to the existing dome and cupula structure.

Kurt's estimate for costs for this project would be \$2,000.00 to \$3,000.00 for materials, \$9,000.00 for labor of a three man crew, engineering cost of \$1,500.00, total cost will be around \$12,000.00 to \$14,000.00. Robert Keeney also stated to the committee there is a group who is hoping to raise up to \$20,000.00 to help restore a flag on the Courthouse.

A motion was made by Vern Lewison, seconded by Don Splinter to hire Kurt D. Frey, of Pierce Engineers, Inc. to draw up the specs for the Courthouse flag project to enable the County to go out for bids for the project. Motion carried.

Update on Courthouse Renovation: Robert Keeney, County Board Chair reported BAMR has been on site last week working on cleaning up the area for excavation. M-Z Construction out of Linden, WI will be doing the excavating. They started to dig on Thursday of last week, Friday the connection of the

storm sewer to the drain tile has been completed. Hoping to have the digging done to the front entrance this week.

Zander Company is targeted to be here on Thursday or Friday of next week to start cleaning the exposed wall to start the jet crete process next week. They are very happy with the room the excavators dug the trench; this should cut the time down with having ample room to work. The site is divided into three section, west and north side to the entrance, the entrance area will take a week, and last section that will be worked on is the east and north side. They are working that way around the building because the drain field is located in the southwest corner; if rain should start the water will drain away from the building. The water proofing is a two part spray on polyurethane product, cooler weather would be better. There will also be dimple board that will be placed in front of the wall for further waterproofing protection; stone will be filled in next to the board and then the dirt; crete work will be a three phase

BAMR will have 3 to 5 mason workers next week complete the stone work in conjunction with the excavation sites.

InSite will be on the site Friday or Monday to inspect the project. They are ahead of schedule because the weather has been cooperating; target date to compete the project is June 1, realistically June 20th. Wednesday construction meetings will start up again next week.

There were two bids received, Zander and Midwest Silo being the low bid for the jet crete process. InSite wanted to stay with Zander Company because they would be more familiar with the project. Robert Keeney submitted a change order COR3—Subgrade Jet Crete on additional costs relating to the project for the committee to act on. The county negotiated some of the costs down relating to the change order. Ben Wood, Corporation Counsel was consulted, he recommending approving the costs.

Dale Hood, seconded by Vern Lewison, made a motion to approve change order #3 with the following changes: Jet crete infill voids for jet/crete adhesion, jet/crete entire surface for waterproofing for a cost of \$17,270.00; site supervision with 10% markup at a cost of \$8,800.00; 2 additional weeks of onsite superintendent on a time and material not to exceed basis hotel costs for a cost of \$420.00; total cost \$26,490.00. Motion carried.

Robert Keeney relayed to the committee another issue that had come up regarding the three air conditioning units that were taken out so the excavating could start. The units are very old, manufactured in 1990, so they are not very efficient. Meyers and Carrols who took the old units out suggested that now was the time for the county to think about installing new units for more efficiency. The cost for three units which would include installation on the exterior work would be \$18,550.00. There would be some added costs for the labor to update the wiring and coils on the interior of the building. There would be a rebate of \$1,000.00 from Focus on Energy for installing more efficient units plus saving money in the long run for more efficient air conditioners.

John Beinborn, seconded by Lester Jantzen, made a motion to approve purchasing three new air conditioner units to be installed in the Courthouse for a cost of \$18,550.00 plus interior installation cost. Motion carried.

Payment for this project was discussed, possible taking the money out of the Courthouse maintenance account for now. There is some savings that the Public Property account has because of the saving from the bathroom project at the Youth and Ag building of \$9,000.00. The committee was reluctant to reinstall the old units because of their age, now the cost would be much cheaper while everything is torn up verses installing and then having to replace later.

A ten minute break was called for at 10:15a.m.

Carol Beals, Chair reconvened the committee meeting back at 10:25 a.m.

Job Center at Social Services: Jeff Anderson, Information Technology Director wanted the committee to be aware that the State took their computer equipment out of the Social Services office that once housed the Job Center. He stated that there is a Job Center located at Southwest Tech College that will be serving as the main job center now. Jeff said they would install a couple computers at Social Service for public use but a Job Center would not be operating there anymore.

IT Training: Jeff Anderson, Information Technology Director updated the committee on some training that he and his staff will be attending. On April 23, 2015 Jeff will be attending a training in LaCrosse, WI. The cost will be \$80.00 for mileage costs.

On May 13 – 15 Jeff and his staff will be attending the IT Conference BIPAW. Costs will be \$320.00 for two rooms, \$350.00 for registrations, \$170.00 per three employees, total cost around \$1000.00 which will be paid for out of the IT Budget.

Administration Building Internet Connection: Jeff updated the committee in regard to the connection for the Administration Building. The paperwork has been signed for the work; site survey has been completed now they are waiting for the fiber optic crews to complete laying the cable which will be connected to the Administration Building from a location on Elm Street in Lancaster.

Social Service Wireless: There was a miss-configuration problem on the public side of the software. The working side was working fine. One of the interns in the IT Department found the problem and was able to correct it. Now the wireless is working fine on all three floors.

Public Comments: None

Adjournment: Lester Jantzen, seconded by John Beinborn, made a motion to adjourn the meeting pursuant to the next meeting on May 27, 2015 at 9:00 a.m. Motion carried.