

FACILITIES, CAPITAL & STRATEGIC PLANNING COMMITTEE

MEETING MINUTES

DRAFT Wednesday, July 20, 2022 – 9:00 a.m.

Howard Male Conference Room/Zoom Room

Commissioners Present: Don Gilmet, Chair
Kevin Osbourne
Brenda Fournier
Bill Peterson
Bob Adrian

Others Present: Mary Catherine Hannah, County Administrator
Wes Wilder, County Maintenance Superintendent
Jennifer Mathis, Human Resource Specialist (zoom)
Phil Heimerl, True North Radio (zoom)

CALL TO ORDER

Chair Don Gilmet called the meeting to order at 9:00 a.m.

ROLL CALL

All members present.

PLEDGE OF ALLEGIANCE OF THE UNITED STATES OF AMERICA

ADOPT AGENDA

Chair Gilmet presented the agenda for approval as presented. Moved by Commissioner Peterson and supported by Commissioner Fournier to adopt the agenda with the addition of bathroom remodel. Motion carried.

CORRESPONDENCE: None.

INFORMATION ITEM: Fairboard Manager Mike Arthur discussed needing replacement boards for seating at grandstands. Mike reported that he would need 15-2x12 boards at \$37.89 each and 15-2x16 boards at \$45.99. He currently has 5 boards and will get volunteers to help change them. They could get through this year but may need more replaced next year. Mike would also like to repair the drain for the duck pond to pull a plug so it can drain. He would do the work himself and Superintendent Wes Wilder asked that he just leave it open, so water does not build up.

INFORMATION ITEM: Discussion was made on the fairgrounds pole barn concrete pad and partition for the fairgrounds caretakers. Maintenance Superintendent Wes Wilder has not been able to get any estimates yet and discussion was made on repairing other parts of the building as well. There is still money in the building maintenance from the ballfields to do these repairs.

INFORMATION ITEM: Discussion was made on the fairground midway lights. These lights are only used when the carnival is here and the breakers that control the lights are inside the shop. Assistant Maintenance Superintendent Mike Desmond can tie them together and put in a box outside that can be locked up so someone can flip that switch and turn all the lights on. Power will still be able to be disconnected to that switch inside the shop. Estimated cost is about \$1,000. Motion was made by

Commissioner Fournier and supported by Commissioner Peterson to approve the below action item- Motion carried.

ACTION ITEM #1: The Committee recommends approval of an outside switch be placed at the Fairgrounds for the fairground midway lights during the fair at an estimated cost of \$1,000 with Assistant Maintenance Superintendent to do the work as presented.

Commissioner Adrian discussed replacing lighting at the fairgrounds with LED lights. Wes reported some of the lights have been replaced with LEDs. Most of the lighting is used during the fair. The lights in the merchants building and bathrooms are not LED. Chair Gilmet suggested to County Administrator Mary Catherine Hannah that this could be put on the CIP list.

INFORMATION ITEM: Maintenance Superintendent Wes Wilder reported the Annex bathroom remodel estimate will be approximately \$16,600. Motion was made by Commissioner Gilmet and supported by Commissioner Peterson to send to Full Board for discussion. Roll call vote was taken: AYES: Commissioners Osbourne, Fournier, Gilmet, Peterson, and Adrain. NAYS: None. Motion carried.

INFORMATION ITEM: Discussion was made on the old jail bid proposals. Administrator Hannah would like to have the scoring rubrics back before Full Board to summarize. Motion was made by Commissioner Peterson and supported by Commissioner Osbourne to have County Administrator send scoring rubric to all County Commissioners to evaluate. Motion carried.

INFORMATION ITEM: Administrator Hannah discussed the Facilities Study Proposals. The two proposals that came in are very different. Plante Moran is more comprehensive than C2ae on all the things we asked for. We could go back to the either company and ask them to modify. The County hoped to start the process this fall. Plante Moran's bid proposal was \$120,000 and C2ae's bid proposal was \$61,000. Public input is very important in this process. C2ae's focus is more on our existing facilities and Plante Moran is more focused on future planning and proposed changes in use of our spaces. Administrator Hannah stated the money would most likely come from ARPA funding. Administrator will get paper copies of the proposals to those Commissioners that want them. Motion was made by Commissioner Fournier and supported by Commissioner Peterson to send to Full Board for review. Motion carried.

CURRENT PROJECT UPDATES:

- a) IT Server Room Mini split is complete.
- b) The Fairgrounds bathroom and fence-we are still waiting on insurance company.
- c) MDOT project is ready to be re-seeded.
- d) No word from the City Engineering on the sanitary sewer for the courthouse.
- e) Health Department-waiting on Weinkauf for parts.
- f) Control Solutions has ordered the parts for the courthouse boiler repair.

- g) Runway lighting at airport is mostly repaired and the tower repairs are complete. Administrator Hannah will be meeting to talk about future planning around heave repairs on the runway. We have submitted DCIP application to help with these repairs. We will know more at the end of next week about military funding and Administrator Hannah spent time at the airport with the military and consultants and the new engineer is very interested in working with the County on future planning for the runway and having a good maintenance plan. An ad hoc committee may need to be created next year.

CIP PROGRESS:

Will have a draft complete for next meeting.

INFORMATION ITEM: Administrator Hannah stated a bid package for the County’s general liability and property insurance will be sent out this week for submissions back in mid-September. Groups that would like to present to the Committee will be scheduled after bid opening.

PUBLIC COMMENT

None.

***Next Meeting: Wednesday, August 3, 2022 at 9:00 a.m. in Howard Male Conference Room/Zoom Room**

ADJOURNMENT

Moved by Commissioner Fournier and supported by Commissioner Adrian to adjourn the meeting. Motion carried. The meeting adjourned at 9:57 a.m.

Don Gilmet, Chairman

Kim MacArthur, Board Assistant

kvm