

FACILITIES, CAPITAL & STRATEGIC PLANNING COMMITTEE  
MEETING MINUTES

Wednesday, June 18, 2025 – 9:00 a.m.  
Howard Male Conference Room/Zoom Room

Commissioners Present: Travis Konarzewski, Chair  
Brenda Fournier, excused  
Todd Britton  
Lucille Bray, sitting in for Brenda Fournier

Others Present: Nick Akins, Maintenance Superintendent  
Sheriff Erik Smith  
Jeremey Winterstein, Northern Lights Arena  
Jessica Henry, Northern Lights Arena

CALL TO ORDER

Chair Travis Konarzewski called the meeting to order at 9:00 a.m.

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

PUBLIC COMMENT

None.

ADOPT AGENDA

Moved by Commissioner Britton and supported by Commissioner Bray to adopt the agenda as presented. Motion carried.

CURRENT PROJECT UPDATES

Maintenance Superintendent Nick Akins gave an update on the following projects:

- Generators – There is now a signed maintenance contract in place for the generators. The generators at the Courthouse and 911 building are 24 years old and will have load tests performed to see how much each will put out before failing. Wolverine will be providing quotes on replacing the Courthouse and 911 generators and a quote to put one at the Annex building.
- Pool Shutdown – The pool shutdown is complete. A double door was ordered and will take 6 to 8 weeks to arrive. A lift will be needed to change some lightbulbs.
- Duct Cleaning at Courthouse – A quote from Sani-Vac Services came in at \$16,500 and ServiceMaster's quote came in at \$14,500 and ServiceMaster would provide pictures inside the duct work.
- AED for Parks – The correct AEDs have been ordered for the Parks. The batteries cost approximately \$500 each and if left out in the elements will lessen the life of the battery. This year the AEDs need to be stored in controlled environments during the winter.

- Parks Trailer – The Parks trailer has been serviced. The tires show signs of dry rot, but with hauling light equipment should be fine.
- Debris Collection Site at Airport – There is a large pile of mulch that the Parks Commission was going to use, but the mulch that was made is not suitable for playgrounds or around buildings. The mulch is too large with long shredded pieces, but could be used on paths at the parks.
- Camera at Fairgrounds – Working with IT to get a camera near the bathrooms to monitor who is coming and going.
- Camper at the Fairgrounds – The camper from Sunken Lake Park was brought back to the fairgrounds is believed to have leak in the roof.
- Sunken Lake Park Truck – The truck used for Sunken Lake Park is at the fairgrounds and will be added to their maintenance checklist every week. Maintenance will go to Long Lake Park and put the plow back on it.
- Long Lake Water Tower – The water tower at Long Lake Park was repaired and photos were received yesterday that looks like it's been cut. The tower will be repaired and will need to be protected with bollards to avoid any future damage.

#### NORTHERN LIGHTS ARENA

Jeremy Winterstein with Northern Lights Arena reported the paper element in the dehumidifier started to deteriorate a couple years ago, and now a quarter of it has failed. A quote was previously received to have it replaced at \$17,000.00. The same company that originally installed the equipment, Climate by Design, that provided the prior quote will be providing an updated one. Jeremy is asking the county to pay for the replacement directly out of the surcharge rather than Northern Lights pay for it and come back to the board. Normally, to use the surcharge Northern Lights must spend \$6,000 previously and they are a little short of having spent that amount. Chair Konarzewski will add this for discussion at Tuesday's Full Board meeting.

#### SCRAP METAL AT FAIRGROUNDS

Discussion was made on the scrap metal at the fairgrounds. The dock sections are the only pieces that seem to have some value.

Moved by Commissioner Britton and supported by Commissioner Bray to clean out the scrap metal at the fairgrounds. Motion carried.

**ACTION ITEM #1: The Committee recommends approval for the Maintenance Superintendent to clean out and dispose of the scrap metal at the fairgrounds as presented.**

#### SHEDS AT FAIRGROUNDS AND DHD4

There are two county owned sheds, one located at the fairgrounds and the other at District Health Department #4 that were used during Covid. The shed at the fairgrounds is empty and the shed at District Health is being used for their storage. Discussion was made to move the sheds out to the jail to be used as office space. Social workers and counselors all use one office at the jail and it

can be crowded when multiple people are working in the same room. There is heat in each shed and a 50-amp plug. There had been discussion of using the shed at the fairgrounds as a breakroom for Maintenance employees, but with the Committee approving the cleanup and disposal of scrap metal there should be plenty of room to work with what they have. Commissioner Bray will speak with the Health Department on removal of their items in the shed.

Moved by Commissioner Britton and supported by Commissioner Bray to approve proceeding with the relocation of the sheds as presented. Motion carried.

**ACTION ITEM #2: The Committee recommends approval to move forward with an electrical estimate to relocate the shed at the fairgrounds to the Sheriff's Office, and to contact the Health Department about the County having a need for the shed and removal of their items from the shed as presented.**

INFORMATION ITEM: Chair Konarzewski presented the Recycling Monthly Reports to receive and file. Motion was made by Commissioner Bray and supported by Commissioner Britton to receive and file the monthly recycling reports as presented. Motion carried.

INFORMATION ITEM: Chair Konarzewski presented the Fairground Manager's monthly reports to receive and file. Maintenance Superintendent Akins reported the Fairboard has dust control sprayed during the fair and he would like start having it sprayed once between the opening of the camping and the week of the fair as it gets very dusty. Chair Konarzewski reported his company has sprayed for dust control for the Fairboard and donated a portion in the past. He will speak with the Fairboard about possibly splitting the cost with the county and getting it sprayed soon so it would be there for the whole summer. There have been no issues with campers and Chair Konarzewski will work with County Administrator Jesse Osmer to expedite the camera installation near the fairground restroom.

**\*Next Meeting: Wednesday, June 18, 2025, at 9:00 a.m. in the Howard Male Conference Room/Zoom Room**

#### ADJOURNMENT

Moved by Commissioner Britton and supported by Commissioner Bray to adjourn the meeting. The meeting adjourned at 9:42 a.m.

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Travis Konarzewski, Chair

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