

FACILITIES, CAPITAL & STRATEGIC PLANNING COMMITTEE

DRAFT - MEETING MINUTES

Wednesday, March 15, 2023 – 9:00 a.m.

Howard Male Conference Room/Zoom Room

Commissioners Present: Travis Konarzewski, Chair
Bill LaHaie
Brenda Fournier
Bill Peterson

Others Present: Mary Catherine Hannah, County Administrator
Kim MacArthur, Board Assistant
Wes Wilder, County Maintenance Superintendent
Elaine Sommerfeld, Plaza Pool
Mike Arthur, Fair Board Manager
Sheriff Erik Smith (zoom)
Keri Bertrand, Clerk (zoom)
Catherine Murphy, Register of Deeds (zoom)
Phil Heimrel, True North Radio (zoom)
Lynn Bunting, Board Assistant (zoom)
Amanda Repke, Deputy Treasurer (zoom)
Steve Smigelski, Airport Manager (zoom)
Chuck LeFebvre, Planning Commission Liaison (zoom)
Kim Ludlow, Treasurer (zoom)
Kim Bolanowski, Plaza Pool (zoom)

CALL TO ORDER

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

ROLL CALL

All members present.

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

ADOPT AGENDA

Chair Konarzewski presented the agenda for approval. Moved by Commissioner Fournier and supported by Commissioner LaHaie to adopt the agenda with the addition of Water Damage at Jail/Insurance Claim. Motion carried.

INFORMATION ITEM: Maintenance Superintendent Wes Wilder updated the Committee on the following projects:

1. Courthouse Sanitary Sewer: On hold until spring for lawn and sprinkler repair.

2. Restrooms at Fairgrounds: On hold until spring. Insurance money has been received and an expense account line item number has been set up to pay bills from. Funds for this project have been moved from the 2022 budget to the 2023 budget.
3. Tower Project for 911: Foundation is complete. Tower shipment was pushed back due to road restrictions and is expected to ship 4/10/23.
4. Pool Water Flow Meter: Installation is complete.
5. Annex Restroom Improvements: Flooring is scheduled to start being installed 3/22/23.
6. Flooring for the Annex and DHD: Project is complete.
7. Old DHHS Building Renovation: Work is ongoing with the demolition/tear out complete. New lighting arrived on Monday and will be installed.
8. Building Automation Upgrades: Control Solutions is working to get the new controllers programmed and installed. Plaza Pool is done.
9. Controls at New Terminal: Materials have been received and programmed. Installation was scheduled for 3/13/23 but will be pushed back until the runway project is underway due to trouble accessing the boiler room when there are commercial flights. The boiler room door is right where airport screening is completed and there is a possibility of people who have not been screened yet getting in.
10. Sunken Lake House Repairs: Repairs will be completed today.
11. MDOT Building: With the new heat exchanger installed, it was discovered that none of the VBT units were working, and the entire building is operating at one temperature. We received pricing yesterday and is in the process of reviewing. He is working with Control Solutions to get set up on their system.

County Administrator Mary Catherine Hannah reported i2P is reviewing the first draft of the DHHS lease and should hear from them by the end of the week. They will also be helping to pick out the color of the flooring and plan to be in the building in April.

INFORMATION ITEM: Elaine Sommerfeld updated the Committee on the Plaza Pool. They are currently waiting to hear from the legacy foundation to see if their grant for the Wibit was approved. If approved, the Wibit will be ordered immediately and the time frame to receive is approximately 2 months. The pool just about broke even with revenue during the first quarter of the year and things seem to be going great. The new flow meter is working well, and they are expecting an inspection from the Health Department at some point this year.

Pool Director Kim Bolanowski reported swim lessons are increasing as well as patron numbers and pool rentals. They have let go of their cleaning company and are doing the work at the pool themselves. Kim is working with coaches from other sports teams to encourage water

conditioning activities. Some of the pool patrons are grant writers and have offered to help with future grants. The Ready, Set, Swim Program is back up and running and Kim is looking into having scholarships for swim lessons.

INFORMATION ITEM: County Administrator Mary Catherine Hannah gave an update to the Committee on the Plante Moran Facilities Study. Representatives from Plante Moran have toured County facilities and are finalizing a survey on the use of our buildings and spaces that will be sent to employees set to launch April 1st. Plante Moran will be conducting in person interviews with Department Heads and Elected Officials and hope to have feedback by the end of April.

INFORMATION ITEM: Administrator Hannah updated the Committee on the lease for 711 W. Chisholm Street. She is hoping to hear back from i2P by the end of the week and will be meeting with them to choose flooring color.

INFORMATION ITEM: Administrator Hannah reported the length of the Fair Board contract has been adjusted to 10 years as the Fair Board is required to have control of the property for a certain period of time in order to have the opportunity to receive grant funding. There was also an adjustment made to review the amounts on utilities as they will increase over the length of the 10-year contract.

Fair Board Manager Mike Arthur reported during last year's fair week, there were issues with some of the campers at the fairgrounds and they were not able to get in contact with the Fairground's Managers. The Committee discussed the need for a better communication strategy between the members of the Fair Board and the Fairground Managers. Administrator Hannah will get Mike an order of who to call in the event that he is unable to reach the Fairground Managers.

Discussion was made on the status of the bleachers. Administrator Hannah reported we will be working with Plante Moran to have an engineer look at them.

Administrator Hannah will get the revised 10-year contract with the change that allows the adjustment of utilities for the Fair Board to review and sign.

INFORMATION ITEM: Administrator Hannah reported an inmate at the jail tampered with a sprinkler causing damage. The County has an insurance deductible of \$5,000 and discussion was made whether to file as an insurance claim or to pay for the damages. Filing a claim would affect future premiums and renewals. Sheriff Erik Smith reported the damage will cost just under \$7,000 and commended Assistant Maintenance Superintendent Mike Desmond on the work he did to help with the damage cleanup. Motion was made by Commissioner Peterson and supported by Commissioner LaHaie to recommend the action item below. Roll call vote was taken: AYES: Commissioners LaHaie, Fournier, Peterson, and Konarzewski. NAYS: None. Motion carried.

ACTION ITEM #1: The Committee recommends approval to pay for the cost of damage at the jail due to the

tampering of a sprinkler head and not file an insurance claim with monies to come out of Building Maintenance Fund line item 101-351-932.000 as presented.

PUBLIC COMMENT

None.

***Next Meeting: Wednesday, April 19, 2023 at 9:00 a.m. in Howard Male Conference Room/Zoom Room**

ADJOURNMENT

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

Travis Konarzewski, Chairman

Kimberly MacArthur, Board Assistant

kvm