

**MEETING MINUTES
EC SUBCOMMITTEE ON THE
WISCONSIN RAPIDS ANNEX, RIVER BLOCK BUILDING, AND
RELOCATION/REMODELING OF COURTHOUSE DEPARTMENTS**

Date: Thursday, February 9th, 2017

Time: 2 p.m.

Place: Conference Room 115, Wood County Courthouse, Wisconsin Rapids, WI

Subcommittee members present: Bill Clendenning, Ed Wagner, Donna Rozar, Al Breu

Excused: Doug Machon

Others present for all or part of the meeting: See attached sign-in list

1. Chair Clendenning called the meeting to order.
2. There were no public comments.
3. **Motion (Breu/Wagner) to approve minutes of the January 26th meeting as presented.** All ayes. Motion carried.
4. **Motion (Rozar/Wagner) to go into closed session at 2:04 p.m. per Wis. Stat. s 19.95(1) (e) for negotiating purposes to acquire property for parking.** Roll call vote. All Subcommittee members present voted “aye”. Motion carried.

Motion (Wagner/Breu) to return to open session at 2:37 p.m. Voice vote—all ayes. Motion carried.

Motion (Rozar/Wagner) to authorize Corporation Counsel to create the documents necessary to enter into an agreement with the City of Wisconsin Rapids regarding parking for the River Block as discussed and agreed upon by the EC Subcommittee in closed session. This agreement will need to go to the Executive Committee for approval and sent to the County Board, where the agreement will be subject to final approval. All ayes. Motion carried.

5. **Update on River Block budget:** Reuben reported that the contingency fund is \$16,000 higher than when the project began.

Change order #23—the railings that are currently in River Block were up to code when the building was built, but are no longer. Wood slates that match the current railing will be installed between the gaps at a cost of \$6,093 (time and materials). **Motion (Rozar/Breu) to approve this change order to comply with current code.** All ayes. Motion carried.

Change order #24—new diffusers need to be installed in the new ceiling in Alternate 6F at a cost of \$1,845. **Motion (Rozar/Wagner) to approve this change order.** All ayes. Motion carried.

Change order #25---the cost for fire-rated glass for the reception window in the third floor Health Department to comply with fire code which was an oversight by the contractor will cost \$2,070. **Motion (Rozar/Breu) to approve this change order for fire code compliance.** All ayes. Motion carried.

The final number for the door hardware (an oversight by the architect to include) will be \$26,574.53. Most of this cost has been previously accounted for and approved by the Subcommittee. This reporting is only done to notify the Subcommittee of the final dollar amount.

Discussions continue about what signage will be needed in the River Block. More time to collect information from the Health Department and Human Services about what they can bring over to the building from their current department locations is needed.

There are no plans for reinstalling removed ceiling fans. Reuben will get the cost from the electrician on this reinstallation and report back to the Subcommittee.

Updating the interior of the elevators is going to be necessary. Cost is pending. That pricing will be brought back to the Subcommittee as soon as it is available. It will be one of the last things done prior to occupying the building.

A concern about leaking faucets and other plumbing issues was discussed. Reuben plans to do as many of the repairs as possible in-house but an estimate of the cost of needed plumbing repairs will be obtained and brought back to the Subcommittee.

The outside generator hook-up connection was discussed. The electrical inspector has questioned the planned connection. It appears the inspector is not going to allow an outside hook-up as we have previously discussed. Reuben was asked to have another conversation with the electrical inspector and the electric company to see if some negotiating might be accomplished.

The last item brought to the Subcommittee's attention by Reuben was regarding parking lot signage. He brought some suggestions and by consensus was told to proceed with ordering the signs for the parking lot. The cost was not exactly known but thought to be minimal.

6. **Next meeting:** Meetings previously scheduled by the Subcommittee for February 21st are cancelled. Next meeting TBD by Subcommittee Chair.
7. **Motion (Breu/Wagner) to adjourn the meeting at 3:25 p.m.** All ayes. Motion carried.

Minutes taken and respectfully submitted,

Donna Rozar, secretary

Minutes are in draft form until approved at the next scheduled meeting of the EC Subcommittee.