

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

**Date:** Thursday, January 26<sup>th</sup>, 2017

**Time:** 10:30 p.m.

**Place:** 1<sup>st</sup> floor conference room, River Block building, 111 W Jackson Street, 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. The minutes of the January 6<sup>th</sup> meeting were declared accepted as presented by consensus of the Subcommittee.
4. Small items have been dealt with by Reuben, after consultation with the Subcommittee Chair, to keep the project moving along.

Savings returned to contingency fund—The HVAC system design details were revisited for approximately a \$40,000 savings. The issue had to do with privacy in offices. It was decided that simply by insulating the ceilings, rather than a more expensive option, enough privacy in the offices would be provided.

Following up on the discussion to provide natural light to the second floor, it was calculated this option would cost approximately \$3600 for frames and glass. Putting storefront glass from ceiling to floor, as was in the original design, would be \$5000.

**Motion (Rozar/Breu) to put storefront glass on the second floor as originally designed. All ayes. Motion carried.**

Regarding the casework and cabinetry needed for the Health Department, the calculated cost is \$3132. **Motion (Breu/Wagner) to approve the change order for the casework and cabinetry at the quoted cost. All ayes. Motion carried.**

Change order #19---This change order has to do with alternate #6 that was discussed at the last meeting. Reuben distributed a schematic of the SE corner of the first floor where the reception/drop-in area is located in the Human Services Department. To update the additional square footage of this area, the cost would be approximately \$8554. **Motion (Rozar/Wagner) to approve this change order that includes the additional square footage of the SE corner of the first floor, which is the HS drop-in area and kitchen. All ayes. Motion carried.**

Change order #15---A list of hardware for new locks for the expansion of the key lock system never made it into the specs and thus no bids were taken for this list. A total of \$11,071 would be added back into the contingency fund from Eagle construction for hardware that will no longer be needed and a cost of approximately \$25,000 will be needed for the necessary hardware from the vendor. **Motion (Wagner/Breu) to approved change order # 15 for the necessary hardware in the River Block building. All ayes. Motion carried.**

There are a total of 288 rooms in the River Block building. New room signage was never thought about as we've moved through the project. Reuben has obtained an estimate of approximately \$43,000 for uniform signage throughout the building which includes materials, labor, and installation. A general discussion was held about what was needed and what could be reused from the departments moving into River Block. Reuben will also look at the requirements for signage and obtain other estimates. Signage can be one of the last things done prior to occupancy.

5. The Subcommittee tentatively plans to meet with the WR Finance Committee on February 21<sup>st</sup> at its 6 pm meeting to discuss the Courthouse Annex and parking lot situation. The Subcommittee will meet prior to that meeting at 5 pm in room 115 in the Courthouse.
6. After a brief discussion, **River Block, Wood County** was decided upon as the official name for the River Block building.
7. Reuben reported that the River Block project was on schedule and under budget. He will continue to keep the Subcommittee informed on progress and on-going changes.
8. **Next meeting:** Wood County Courthouse, Room 115, 5 p.m. followed by meeting with WR Finance Committee, 6 p.m. at the WR City Hall building

The Subcommittee and other interested persons then took a tour of the River Block, Wood County building.

9. The Chair adjourned the meeting at 11:50 a.m.

Minutes taken and respectfully submitted,

*Donna Rozar*, secretary

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