

## **Buildings & Grounds Committee Meeting Minutes**

Date: May 26, 2022

Time: 9:00 a.m.

Place: Courthouse County Board Room 101; 126 Cherry St; Phillips, WI 54555

Call to order and Roll Call: Meeting called to order by Jean Gottwald, County Clerk at 9:00 a.m. Present: Alan Barkstrom, Jeff Hallstrand, Patricia Stephan. Excused: Jordan Spacek. Also present: Nick Trimner, Joshua Isaacson, Paula Houdek

Nick reviewed process for attending via conference call.

Items for discussion and possible action:

1. Elect Chairperson: Barkstrom nominated Jordan Spacek. No other nominations. Motion Barkstrom/Hallstrand to close nominations and cast a unanimous ballot for Jordan Spacek for Committee Chairperson. Motion carried.
2. Elect Vice-chairperson: Barkstrom nominated Jason Hastings. No other nominations. Motion Barkstrom/Hallstrand to close nominations and cast a unanimous ballot for Jason Hastings for Committee Vice-chairperson. Motion carried. Supervisor Hastings took over running of the meeting.
3. Public Comment and Communications: Question about the status of the Lionite Property and what the County's responsibility would be if it comes under County ownership.
4. Meeting Minutes – March 14, 2022: Motion Hallstrand/Barkstrom to approve the minutes of the March 14, 2022 meeting as presented. Motion carried.
5. Department Overview – Josh Isaacson: Main responsibility is the Courthouse, Safety Building, Normal Building and Airport buildings.
  - a. New Employees: Fully staffed. Review of County buildings and maintenance responsibilities.
6. Safety Building and Courthouse
  - a. Projects: Temperature controls being upgraded. Courthouse air handler, chiller replacement and roof repair scheduled.
  - b. Landscaping: Removal of the front lawn planter. Will happen after July 4<sup>th</sup>.
7. Normal Building
  - a. Projects: Chiller replacement and controller upgrade completed. Window replacement starting.
8. Fairground Property
  - a. Projects: Summer maintenance until the sale transfer. Working through the contingencies for the property transfer to happen.
9. Wisconsin Concrete Park
  - a. Friends of Fred Smith House: Water pipe break causing significant flooding. Demolition and cleanup have been done. Restoration work in progress.
    - i. Insurance Claim: Working with the insurance company to get repairs completed.
10. Department Report: Building and summer maintenance and building projects.
11. Financial Reports and Vouchers: Motion Barkstrom/Hallstrand to approve the voucher in the amount of \$18,419.83. Motion carried.
12. Set next meeting date: August 9<sup>th</sup>.
13. Meeting adjourned 10:12 a.m.

Respectfully submitted: Jean Gottwald, County Clerk