

MEETING MINUTES

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

Date: Tuesday, August 30, 2016

Time: 2 p.m.

Place: Room 114, Wood County Courthouse

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

Others present for all or part of the meeting: see attached sheet

1. Chair Clendenning called the meeting to order at 2:00 p.m.
2. There were no comments from the public at this time.
3. Motion (Wagner/Breu) to receive and place on file the minutes from the August 16th (edited) and 24th meetings. All ayes. Motion carried.
4. Discussion was held on the River Block funding. Jason distributed an accounting of current available dollars. The amount of overage now stands at \$196,693.00.
5. Lengthy discussion was held on the timing of the borrowing of additional monies to pay for the project. Motion (Wagner/Rozar) to delay the resolution to borrow additional dollars for the River Block project until the bids are received to see just how much more money may be needed for the project. The comment was made that the above overage may not come to fruition with effective project management and value engineering. All ayes. Motion carried.
6. (Agenda item was discussed following approval of minutes) Jason presented the final floor plans for the River Block project. Venture Architects plans to have 50% of the design done by September 15th. Motion (Rozar/Wagner) to approve the floor plans as presented. All ayes. Motion carried.

Contract has been sent to CWPCO by corporation counsel. Language regarding the easement onto the property to access the power line and details about the remote connection on the outside of the River Block building for a generator if necessary were included in the contract.

Parking for River Block employees—The County Board Chair and the WR Mayor are close to an agreement with this issue. Items under discussion are the Courthouse Annex building, the parking lot by the Elks building, the Dixon parking lot as well as possible parking by WR City Hall. The rebuilding of the public lot by the Elks Club and parking spots owned by the Elks Club were discussed by the Subcommittee. It was noted that the engineer at the Highway Department has looked at these lots for input regarding access.

7. Jason has yet to receive the second bid for furniture/fixture inventory. It was noted there is no place where the cost of moving/furniture placement is reflected. Cubicles will need to be disassembled for construction and then reassembled for use. Some departments have included moving expenses into their 2017 budgets. There is a plan to reuse as much furniture as possible. The Human Services Department move will be the most challenging. Amy Kaup reminded the Subcommittee that computer systems will also need to be moved. Moving copy machines and printers will also need to be addressed. These are the issues at this time:
 - Get the second bid
 - Check with the WR Mall to see if the empty Younker's space could be used for short-term storage
 - Look at possible temporary storage on space on the 2nd and 3rd floor of the River Block building
 - Think about the "Find a Friend" concept used with the Marshfield Clinic move
8. Jason and Reuben are getting closer to a cost "guestimate" for the Courthouse remodeling for the 1st and 2nd floor. Reuben distributed a preliminary timeline for this remodeling. This timeline will be shared with the Executive Committee. The monies for the 2016 remodeling/relocation has already been identified. The scope of the project needs to be identified prior to the cost estimate. A second elevator in the Courthouse was discussed. Reuben reported that a potential location for that second elevator has already been identified. There was preliminary discussion about a borrowing resolution for the 2017 monies to complete the relocation/remodeling of the Courthouse. This will be discussed at a future meeting. The Subcommittee was reminded that security recommendations and the 3rd floor remodeling are issues that will impact the scope of the project in the Courthouse and the cost estimate.
9. Next meeting date: Friday, September 16th, at 3:30 p.m. pm in room 108, City Hall, Marshfield
10. Chair Clendenning declared the meeting adjourned at 4:02 p.m.

Respectfully submitted,

Donna Rozar, secretary