

Property Committee Minutes

April 1, 2011, 9:00 A.M.

Meeting was called to order at 9:05 a.m. by Chairman Renner.

The meeting was properly announced.

Present were Renner, Allen, Kotlowski and Miller. Excused, Griffin. Also present were Cindy Phillippi and Tracy Hamman.

Motioned by Allen/Kotlowski to approve the agenda. Motion carried by unanimous voice vote.

Discussion related to email 3/25/2011 from Paul Gordon. There are 3 options to discuss related to HVAC upgrade. Submitted option #1 being \$83,000, option #2 is \$135,000 + \$35,000, option #3 is \$360,000.

The committee had Chuck Price on speaker phone to identify areas that could be cut from the project at Health and Human Services. Chuck identified the large conference room and the unisex restroom as being optional items in the project.

Motioned by Allen/Kotlowski to cut the following items from the project: Large Conference Room cost being \$69,600, the dedicated unisex restroom portion of ADRC cost being \$14,400, the alarm doors between Econ support/Veterans entryways cost being \$2,400, and to only pay for ½ of new signage-interior & exterior in the amount of \$2,750. Motion carried by unanimous voice vote.

Motioned by Kotlowski/Miller approve option #2 as presented for the HVAC project: Replace all furnaces and condensing units with units capable of zoning (variable speed fans and multiple stage heating and cooling.) Re-work existing ductwork to install zone dampers and remove all existing balance dampers located in attic space. Install new diffusers/grilles with opposed blade dampers or reuse existing diffusers/grilles and install new dampers in ductwork located in ceiling space. Approximate HVAC cost for this work is \$135,000. This work would also require the removal and reinstallation of the existing attic insulation and extensive walkways throughout the attic for access to ductwork. The approximate cost for attic renovation is \$35,000. This option provides the building with updated equipment with better efficiencies, proper air balancing with accessible balance dampers (zoning dampers would still located in the attic), permanent attic walkways and better zoning control, however there will not be a thermostat in every space. Zoning will be accomplished by grouping similar spaces on one thermostat. Motion carried by unanimous voice vote.

Motioned by Allen/Kotlowski to pay draw #2, for \$2,295 to Ayres, as it relates to the capital improvement project. Motion carried by unanimous voice vote.

The committee would like a financial summary each month.

On April 6 at 9:30 a.m. the roof will be cut open at the community center to review the interior and see what could be causing the ice damming etc; then on April 4 at 8:30 a.m. there will be a walk thru at Health and Human Services to review electrical part of the project.

Next meeting date will be April 11, 2011, at 8:30 a.m. room A260.

Future agenda items: Discuss and/or act on the Hutchinson property, clarification if fairground can have and at what point, Jim Grabarski to give an update on the waterlines at the fairgrounds, Mary Ann Bays to give an update on Hutchinson property, discuss and/or act on public awareness signs/office locations.

Motioned by Miller/Kotlowski to adjourn at 10:40 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,

Cindy Phillippi
Recording Secretary