

PUBLIC PROPERTY/BUILDING COMMITTEE

COMMITTEE: PUBLIC PROPERTY/BUILDING
DATE: DECEMBER 3, 2021
TIME: 2:00 P.M.
PLACE: FOREST COUNTY BOARDROOM

CALL TO ORDER

Chairman Lukas called the meeting to order at 2:10 p.m. and read the agenda.

ROLL CALL

Present: Gretzinger, Laabs, Lukas, Stamper

Absent: Collins, Dehart

Others Present: Nora Matuszewski, Jeff Musson, Tom Hoffman

APPROVE AGENDA

Motion by Gretzinger to approve the agenda, second by Laabs. All present voting (AYE).
Motion carried.

APPROVE MINUTES FROM THE NOVEMBER 15, 2021 PUBLIC PROPERTY/BUILDING MEETING

Motion by Stamper to approve the minutes from the November 15, 2021 Public Property/Building meeting, second by Laabs. All present voting (AYE). Motion carried.

PUBLIC COMMENT ON AGENDA ITEMS

None

UPDATES ON NEW AND EXISTING BUILDING PROJECTS WITH MUSSON AND HOFFMAN; POSSIBLE ACTIONS

- Elevator Permits

Musson sent in submittal for the mechanical room, which should be in today and then it will be sent in to the state for approval. There is a quote for the fire alarm system that needs to be put in the elevator in the amount of \$2,495. Motion by Gretzinger to approve the quote on the fire alarm system, second by Stamper. All present voting (AYE). Motion carried. Musson had a quote for the 1-hour fire rated door and frame for the mechanical equipment room for the elevator. Motion by Laabs to approve the quote for the steel frame door from Laforce in the amount of \$1,320, second by Stamper. All present voting (AYE). Motion carried.

- Paneling/Sheetrock on third floor

Quotes will be obtained to upgrade the third floor.

- 911 Tower Project

The cabling should be done and as soon as Eland get done Wave Communications will come in and finish their end of the work.

- Sheriff/Residence window installation – Musson will put out RFP's for the work.
- Electric heat – walls and floors – No Action
- Setting up final walk-through with project manager

There is a punch list and final walk-through set up for December 7th, 2021.

- Registers in offices and cleaning measures

There is some concern with the new registers and the dust particles coming out of them and the employees working in it because many of them are full of dust, wood materials, etc. Discussion

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on looking into Professional Heating change order and a laptop for the Maintenance to monitor all of the heating.

UPDATE ON THE NEW ELEVATOR; POSSIBLE ACTION

No Action – discussed above

DISCUSSION AND POSSIBLE APPROVAL OF CHANGE ORDER FOR RECEPTACLES IN THE D.A. OFFICE

Motion by Stamper to approve the change orders for Eland Electric, second by Laabs. All present voting (AYE). Motion carried.

UPDATES: MAINTENANCE DEPARTMENT

None

POSSIBLE FUTURE AGENDA ITEMS AND SETTING THE NEXT MEETING DATE

- None

ADJOURNMENT

Motion by Stamper to adjourn, second by Laabs. All present voting (AYE). Motion carried.
Meeting adjourned at 3:49 p.m.

These minutes are not official and are subject to change. They will be officially approved at the next scheduled Building/Property committee meeting.