

Minutes June 13, 2018

Demmer Library Design and Construction Committee

Committee Attendance: Tom Asbeck, Erica Brewster, Janet Dixon, Catherine Marshall, Rosie Obukowicz (left at 5:15), Mary Sowinski (arrived at 3:45 PM), Vicki Reuling

Absent:

Others: Katie Kirby and Bill Hayes (Historical Society), Paul Kaiser (board of trustees – left at 4 PM)

Vicki Reuling called the meeting to order at 3:30 p.m.

Report on agenda posting: Erica reported on the agenda posting in accordance with Wisconsin Open Meeting Law.

Agenda approval: Motion by Tom, seconded by Rosie to approve the agenda in any order. All ayes, motion carried.

Review and approval of minutes from May 9, 2018 meeting: Motion by Rosie, seconded by Janet to approve the May 9, 2018 minutes with revisions as presented. All ayes, motion carried.

Tour of Demmer construction and update on construction progress: Committee adjourned to tour the construction in progress. Reconvened at the town board room at 4:10 PM. Reviewed progress to date. Updated the committee about scheduling the moving of the electrical and gas with WPS and removing the two pine trees. There is no specific timeline as it is dependent on WPS's schedule.

The committee also reviewed the water incursion issues that have become obvious since the latest two rainfalls. Hoffman is reviewing options, but trenching around the building and adding drain tile around the entire foundation is a likely scope. That would force the following changes to the original scope: the ash tree on the south side, originally intended to be preserved, would need to be removed. The steps leading to the door on the north side of the building would also need to be removed. There will be a contingency cost involved in all of this. The committee discussed whether removal of the north steps should cause us to change the planned door on the north to a window. General consensus was to not make too many changes to the plan, and to request in the contingency cost of replacing the steps afterwards.

Historical society is interested in planning a groundbreaking and is asking to be kept informed of the scheduling of WPS and the excavation.

Reuse of Demmer siding: Mary is still willing to continue taking siding as it comes available. Erica mentioned that they may be slowing down their plans on removing the siding in order to reduce water infiltration and due to delay in excavation. Hoffman had suggested a few options for use including as fencing around the mechanical areas, the south wall of the Local History Room, or in the Historical Museum reception area. Will need to determine how much wood is left in order to make decisions about how it will be used. The historical society will put discussion use of the wood in their reception area on their next agenda.

Ceiling tiles: Vicki informed the committee that the ceiling contractor suggested a different style of ceiling tile. The committee would consider this change once the cost difference is known.

Soffit discussion and decision: Soffit will not be covered in wood veneer. They will be painted (off) white to match the ceiling. No trim on soffits; no change will be made to the soffit at the circulation desk. Sign letters may be of wood veneer on the painted soffit. Vicki will inform Hoffman of the decision.

Report from signage committee – select signage contractor: The signage workgroup reached out to three companies. Lakeland Sign and Graphics did not return an estimate. Color Tech sent proposals electronically. Matt Woller from Graphic House came to tour the building and then to present to the workgroup. Have reviewed the proposals and found the exterior signage proposed to be too large. A decision about location of an outdoor sign will need to be made soon to incorporate changes for exterior electrical to provide light for the sign. There was also discussion of a motion from the town board to research lighting on all the town flags. There will need to be some discussion about the future of the library's flag pole and needs for lighting it.

Workgroup presented some more of the ideas from the companies, and there was committee discussion about utilizing local resources. The workgroup is waiting to hear more about pricing on the different pieces. The historical society also needs to have some input or know which types of signage they would need.

Update on furnishings with cost estimates: Erica presented the quotes received for shelving, public furnishings, and office furnishings. Erica, Tom, and Mary will work on reviewing the quotes vs. the FF&E budget before the next DCC meeting.

Recognition wall: Foundation continues to work on plans for the wall. Further discussion as needed.

Children's room arch: Tabled until next meeting.

Financial spreadsheet: Reviewed the updated financial spreadsheet, which does not include the May/June bills to be approved. Expenses are added only after bill is paid.

Payment of bills: Motion by Catherine, seconded by Mary, to approve payment of the following: \$1,515.45 to WPS for cost involved in relocating power to the town office during construction; invoice #17221-11 from Hoffman for design expenses in the amount of \$2,500 and reimbursables of \$113.77 for a total of \$2613.77; invoice #10675 in the amount of \$114,596.14 from Greenfire Management System; payment of \$650 to Brian Shubring/Winchester Builders for owners; representative services; and payment of \$1,548.00 to attorney Greg Harrold for consulting on the construction contract. All ayes, motion carried.

Ribbon cutting ceremony: Catherine proposed that the library board be in charge of planning and presenting the ribbon cutting ceremony. She will bring that to the next library board meeting.

Public Comments: None.

Next Meeting: Wednesday, June 27, 4 PM, at the Three Lakes school board room. There being no further business, Tom made a motion to adjourn, seconded by Catherine. All ayes, motion carried. The meeting adjourned at 6:35 p.m.

Respectfully submitted: Erica Brewster