

## **Minutes November 28, 2018**

### **Demmer Library Design and Construction Committee**

Committee Attendance: Tom Asbeck, Erica Brewster, Janet Dixon, Rosie Obukowicz, Vicki Reuling, Mary Sowkinski (arrived 9:30 AM)

Absent: Catherine Marshall

Others: None

Vicki Reuling called the meeting to order at 9:02 a.m.

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

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

**Review and approval of minutes from November 14, 2018 meeting:** Motion by Tom, seconded by Janet to approve the November 14, 2018 minutes as presented.

**Review and approval of minutes from email approval of billing:** Will review at next meeting.

**Construction update:** Progress is happening! Siding began going up on the south side of the building on Tuesday. Exterior update: the ground is now frozen down to 2 feet so additional grading can't be done. They will bring in some additional material to even out the low spots to prevent ponding until spring. Working on the back entrance with timbers and are filling in exterior soffits. The final exterior window was installed. There was some delay on the exterior stonework on the columns. The exterior doors were picked up in Milwaukee yesterday and will be delivered to the site shortly. That will require coordination with electrical and low voltage contractors for installation.

Inside: there was a problem understanding/communicating the specifications for the lift so a modification needed to be made to the lower level door placement. The shoring for the new upper level floor pads were removed and the mechanical rooms can now be finished. Trim work is beginning in the lower level – interior windows are framed and looking very nice. The first floor has majority of prime/first coat of paint finished. Ceiling grid and lighting is going in. There was some discussion about the design of a soffit in the children's area; the existing build didn't match the intended design. The DCC3 decided that it looked good as is. Making the design change would cause major disruption to structure and HVAC vents. It was agreed that it would be left alone. A contractor has been found for floating/leveling the main area floor and they are working on finalizing the change order and schedule the work.

Tom reported that we haven't seen the final updated change order on the change of the final completion date, but has discussed a rebate on costs that we will incur following the meeting.

Discussion: soffit over circulation desk and soffits in general. There continues to be a variety of understandings about the design for the various soffits. The DCC decides that the circulation desk soffit will have yellow birch wood veneer on the vertical surfaces as specified in the Hoffman specification book. The underside of that same soffit will be the blue color as specified for the circulation desk area. The signage committee will work with Graphic House to redesign the lettering for that space to coordinate with the wood veneer. The lettering will say "Welcome." The remainder of the soffits will be painted ceiling white on all faces. The lettering for each of these will either be wood laminate or specialty design as determined by the signage committee.

**Review and approve change orders:** Motion by Janet, seconded by Rosie to approve change order #25 for \$9,218 for floating the floors that received from Greenfire on 11/28. All ayes, motion carried.

Change order for contract extension date has not yet been received. Vicki reported on a listing of all the change

orders received to date. There are 41 total changes/proposed changes to date.

**Financial spreadsheet:** Vicki shared the updated spreadsheet. The financial status of the project is good. Vicki reported that the town treasurer has held aside about \$100k of the foundation funds sent have been held aside to cover furnishings or other funds that can't be specifically tied to building construction costs.

**Update on signage:** Rosie hasn't been able to talk to Matt from Graphic House. Following the exterior site discussion in the construction update, due to the amount of site work that will be needed in the spring, the DCC is now opting for installing the sign after the site work is complete.

Tom will bring the reclaimed "Edward U. Demmer Memorial Library" sign to the next meeting and the DCC can discuss where/how it might be reused.

**Update on FF&E:** Erica is working the owner responsibility items in the FF&E, including (but not necessarily limited to): cabinetry in front vestibule, makerspace cabinets, wi-fi bar in teen area, and shelving in children's toy closet. Brumar Cabinetry from Sugar Camp is providing the custom cabinetry in the kitchenette, parents' room, and Northwoods Room. Erica will talk to them about estimates for owner item work.

**Landscaping:** With the two feet of frost, all landscaping will be delayed until spring.

**Recognition wall:** Catherine edited the text inputted. Vicki met with Ameris Grapa last night and they believe they will be ready to cut the test pattern in the coming week. The original planned wall will no longer work now that we've discovered there will be a large air intake vent. The decision was made to move the recognition wall to the wall next to the maker space.

**Children's room arch:** Mary and Erica are coordinating with the designer to get a site visit yet this week.

**Payment of bills:** Motion by Tom, seconded by Janet approve payment of \$29,354.5 to Brian Schubring/Winchester Builders as down payment for constructing custom shelving. All ayes, motion carried.

**Public Comments:** Tom asked for permission to take the exterior construction sign designed by Hoffman and get it cleaned up for posterity.

Vicki informed the DCC that the DCC3 are having regular 3 PM Monday phone conferences with Greenfire Milwaukee management

**Next Meeting: Monday, December 17, 1 PM, at the Three Lakes school board room.** There being no further business, Tom made a motion to adjourn, seconded by Mary. All ayes, motion carried. The meeting adjourned at 10:15 a.m.

Respectfully submitted: Erica Brewster