

PROPERTY, BUILDING AND GROUNDS SUBCOMMITTEE

February 9, 2016

The Property, Building and Grounds Subcommittee met on Tuesday, February 9, 2016, at 2:30 p.m., in the County Board Room, located on the Third Floor of the Courthouse, 181 West Seminary Street, Richland Center, Wisconsin.

Subcommittee members present included: Jeanetta Kirkpatrick, Fred Clary and Tom Crofton.

Others present included: Victor Vlasak, County Clerk; Judge Andrew Sharp; Paul Kardtzke, Project Manager/Architect, Jewell Associates Engineers, Inc.; and courthouse elected officials, department heads and employees.

Subcommittee Chairman Kirkpatrick called the meeting to order.

The Clerk verified that the meeting had been properly noticed. Copies of the agenda were sent by either mail or email to all Subcommittee members; a copy was posted on the Courthouse Bulletin Board and County web site; a copy was faxed to The Richland Observer; and copies were sent by email to WRCO and Courthouse Department Heads.

Motion by Crofton, second by Clary to approve the agenda. Motion carried.

Motion by Crofton, second by Clary to approve the December 15th minutes. Motion carried.

Susan Lawrence presented a list of new office furnishings.

Paul Kardtzke reviewed the preliminary plans for the project. Judge Sharp indicated that he had no problem with the plans as long as the Judge's chambers remain unchanged.

The Professional Services Agreement with Jewell Associates Engineers, Inc. was reviewed by Paul Kardtzke. Design and documentation costs are estimated at \$17,800 and bidding and construction contract administration costs are estimated at \$7,500. Motion by Crofton, second by Clary to refer the contract to the Property, Building and Grounds Committee contingent upon Corporation Counsel review and approval. Motion carried.

The next meeting is scheduled for Tuesday, March 8th at 1:00 p.m.

Motion by Crofton, second by Clary to adjourn. Motion carried. The meeting adjourned at 3:22 p.m.

Victor V. Vlasak
Richland County Clerk