

**APPROVED MINUTES OF THE
*Special BUILDING COMMITTEE MEETING HELD
March 8, 2017 – 4:00 p.m.**

**STATE OF WISCONSIN
COUNTY OF PIERCE**

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**Courthouse Annex – EOC Room
124 N. Oak St., ELLSWORTH, WI**

2017 - 03

1) Meeting Convened

The Pierce County Building Committee met in the County Board Room of the Pierce County Courthouse, Ellsworth, WI. Chairman Dan Reis called the meeting to order at 4:00 p.m.

2) Those Present

A quorum was established acknowledging 5 members present.

Members present:

Mike Kahlow	District #6	Dan Reis	District #13
Scott Bjork	District #7	Jerry Kosin	District #15
Ken Snow	District #9		

Also present:

Jeff Holst, District #16, Jerry Forss-Maintenance Supervisor, AC Jo Ann Miller, Jason Matthys-Chief Deputy Sheriff, Steve Albarado-Jail Lt. Sheriff's Dept., Dean Griffith-Market & Johnson, Janet Huppert- Information Services Director, Ron Locast-Potter/Lawson Architects, & Eric Lawson-Potter/Lawson.

3) Agenda Adopted

Motion by M. Kahlow/S. Bjork to adopt agenda as presented; motion carried/passed unanimously.

4) Public Comment

None.

5) Presentation by Potter/Lawson regarding space needs and possible reuse/remodel options for the Courthouse Annex

E. Lawson and R. Locast from Potter/Lawson generally reviewed the process to arrive at projected estimates for departmental space needs in order to determine what spaces might accommodate specific departments. They also stated their work reflected the previously mentioned priorities of addressing the issues of safety, inmate transport from new facility to the Courts, and using the space in the Annex without having to completely remodel the entire space. They reviewed a proposed plan presuming the court functions would be relocated to the new facility within five years. Another plan presumed court functions would remain beyond a five year time frame. Suggestion for potential changes were discussed. No action taken.

6) Discuss/Take action regarding options for short and long term space proposals for Potter/Lawson to provide cost estimates

The Committee gave general direction as follows: provide cost estimates for both the short term (less than 5 year) option and the long term (more than 5 year) option. Both options should allow for keeping two public entries as eventually addressing parking spaces with access to the building will have some challenges. No action taken.

7) Future Agenda Items

Cost estimates for the two options.

8) Next Meeting Date

Regular meeting scheduled for Monday, March 13. Special meeting to review cost estimates scheduled for Thursday, March 23 at 4 p.m.

9) Adjournment

Meeting adjourned at 5:19 p.m. by motion of S. Bjork/M. Kahlow; motion carried/passed unanimously.

Respectfully submitted by: Jo Ann Miller, Pierce County Administrative Coordinator