

TUESDAY, APRIL 29, 2014

**APPROVED MINUTES OF THE
COUNTY BOARD OF COMMISSIONERS SPECIAL SESSION HELD**

**STATE OF MINNESOTA)
DODGE COUNTY)**

**COUNTY ADMINISTRATION OFFICE
MANTORVILLE, MN**

2014-03 Special

The Dodge County Board of Commissioners met in special session April 29, 2014, at the Commissioner's Room at the Courthouse Annex, Mantorville, MN, at 8:00 a.m. CDT. Rodney Peterson, Chair called the County Board of Commissioners meeting to order at 8:00 a.m. CDT.

Meeting Convened

The Chair acknowledged those present and established that there was a quorum:

Those Present

Members present: John Allen District #1
Rodney Peterson District #3
David Erickson District #4
Members absent: Tim Tjosaas District #2
Steven Gray District #5
Also present: Becky Lubahn Deputy County Clerk

Motion by Erickson seconded by Allen to approve the agenda as presented.
Motion adopted unanimously.

Agenda Approved

John McNamara of Wold Architects presented for the Board's consideration the final design for the Government Services Building and Courthouse remodeling project.

Final Designs for
Remodeling
Projects Reviewed

Commissioner Gray arrived to the meeting at 9:02 a.m. CDT.

Commissioner
Gray Arrived

Design plans for the Government Services Building and Courthouse and Annex addition and renovation were further reviewed.

Final Designs for
Remodeling
Projects Reviewed
- Continued

Possible names for the buildings were discussed. It was the Board's opinion that names listed on the Contract Document Submittal were fine as recommended. The recommended names are the Government Services Building and the Courthouse and Annex addition.

Commissioner Gray suggested that they consider using the word "campus" in the name. Mr. McNamara indicated that he will try to incorporate the word "campus" into the building name if possible.

Mr. McNamara discussed with the Commissioners the board room design.

Commissioner Tjosaas arrived to the meeting at 9:07 a.m. CDT.

Commissioner
Tjosaas Arrived

Mr. McNamara informed the Board of their plans for the Courthouse remodeling project and what areas will be worked on first. Wold anticipates moving Human Services staff to the vacated areas in the main level of the Annex and Courthouse so they can empty the lower level and remodel that area first.

Final Designs for
Remodeling
Projects Reviewed
- Continued

The Board was informed that the Human Services staff will be moved into the vacated Administration, Finance, Land Records and Environmental Services areas. Once the lower level has been completed they will move the Human Services staff back down stairs and then begin remodeling the Administration, Finance and Land Records areas. Once this area is complete they will move Sheriff's Office staff into the newly remodeled Administration, Finance and Land Records areas and begin working on the Sheriff's Office. The final stage will include remodeling all levels of the old courthouse.

Final Designs for
Remodeling
Projects Reviewed
- Continued

The courtroom design was reviewed.

Mr. McNamara informed the Board that while the Court Room is being worked on they will temporarily have to relocate courts over to the new Government Services Building. Court Administration will occupy the conference room and the area that the Extension Office will eventually move into; in addition the Board room will be used for court.

Mr. McNamara reviewed the overall budget.

It was noted that if approved, the documents reviewed today will be used in the bid documents to be delivered to interested contractors for construction.

Commissioner Erickson questioned whether or not the county will need to put a new roof on the Government Services Building.

John McNamara stated that they can look at the condition of the roof at the Government Services Building and discuss the validity of the need for a new roof.

Mr. McNamara also discussed the possibility of replacing the skylight in the annex while the construction is going on in the Courthouse and Annex. It was pointed out that the replacement of the skylight was not included in the project plans and wasn't budgeted for this year.

Building Operations Supervisor Roger Friedt was available to comment and noted that skylight replacement for the annex has been budgeted for 2015.

John McNamara commented that while the skylight replacement was not included in the remodeling project plans at this time, Wold Architects would be happy to help the county with this if needed.

The Board was informed that the bid opening for the remodeling projects is set for Tuesday, May 27, 2014 at 2:00 p.m. CDT. The construction bid will then be awarded on Tuesday, June 10, 2014.

Mr. McNamara anticipates that the Government Services Building will be completed sometime between November and December. The courthouse remodeling will be completed in the spring of 2015.

Motion by Allen seconded by Erickson to approve and authorize Wold Architects to advertise for bids for the Government Services Building/Courthouse and Annex Addition and Renovation projects, as well as the alternates for replacement of the roof at the Government Services Building and the evidence garage addition, and set a bid opening date of May 27, 2014 at 2:00 p.m. *Motion adopted unanimously.*

Wold Authorized to
Advertise for Bids
for Remodeling
Projects

Motion by Tjosaas seconded by Gray to adjourn the meeting at 9:25 a.m. CDT.
Motion adopted unanimously.

Meeting Adjourned

ATTEST:

RODNEY PETERSON
CHAIR, COUNTY BOARD

BECKY LUBAHN
DEPUTY CLERK

DATED: