

TUESDAY, OCTOBER 13, 2015

**APPROVED MINUTES OF THE
COMMITTEE OF THE WHOLE MEETING HELD**

**STATE OF MINNESOTA)
COUNTY OF DODGE)**

**COUNTY ADMINISTRATION OFFICE
MANTORVILLE, MN**

2015-19 C.O.W.

The Dodge County Commissioners met in Committee of the Whole October 13, 2015, in the Commissioner's Room at the Dodge County Government Services Building, Mantorville, MN, at 9:00 a.m. CDT. Chair John Allen opened the meeting at 9:00 a.m. CDT.

Meeting Convened

The Chair acknowledged those present:

Those Present

Members present:	John Allen	District #1
	Tim Tjosaas	District #2
	Rodney Peterson	District #3
	David Erickson	District #4
	Steven Gray	District #5
Members absent:	None	
Also present:	Jim Elmquist	County Administrator
	Becky Lubahn	Deputy Clerk
	Duke Harbaugh	Facilities & Fleet Manager

Facilities and Fleet Manager Duke Harbaugh provided the Board with a construction update.

Construction Update

Government Service Building

- Work continues to be completed on the Government Service Building. The cladding over the entry points has been installed as well as the lights. With this work now being completed Wold can perform an exterior punch list to be completed by the contractors.
- They are still working with Ford Metro on a few windows that have blemishes in between the panes and will work to resolve the issue.
- On September 2nd Mike Teirney with Anderson-Johnson Associates (civil engineer) performed a civil punch list which pertains to the site itself (not the structure) he was going to gather the information he needed and produce a report.
- They have had some warranty work performed by various contractors pertaining to doors, lights, plumbing, and HVAC. They are targeting the appropriate contractor as problems arise and will continue this process until the warranty is up.
- They are experiencing some water infiltration and have been working with Wold and Benike to alleviate the issue, no plan has been presented to date.
- The water seepage in the parking lot was looked at by multiple engineers including the County Engineer and the thought was to wait it out and see what would happen after the grass had some root base. Upon further conversation with the County Engineer they came up with a plan that was not very invasive and would be at a cost to the project.

Commissioner Allen was on site and met with the County Engineer and installed some drain tile that both undermined the curbing and caught any water pooling just outside the curb and tied into an existing drain line. This work was completed October 1st and they have not had any water running across the parking lot and will have the 2nd lift scheduled to be done in the near future.

Construction Update
- Continued

Lower Level Annex

- Some minor work continues on the punch list in the lower level. The punch list is being completed as time permits and contractors are allowed to work before 8:00 a.m. and after 4:30 p.m. The punch list items remaining include painting touchup, carpet base and the store front glass detail.
- The broken glass was installed September 30th and MNPrairie will continue to search for a solution of their concerns on the not yet installed window films on the wired glass.
- Carpet went down on the stairs Thursday, October 1st.
- They are also still waiting on the exterior aluminum framed doors for both the lower level and the main level.
- The cabinet unit heater for the entryway is still awaiting arrival and installation.

Main Level Annex

- Substantial completion has been met and Dodge County employees were moved into the remodeled area Friday, October 2nd.
- There is still some minor wall and paint repairs to be completed and should be complete before Wold creates the punch list.
- The store front glass has not been delivered to the site, but once it is received it will be installed and the metal detector will be installed.
- The departmental signage is not yet installed and hopefully will be in the near future.
- The Attorney's Office conference room still houses the existing server room and they cannot move the equipment until the Sheriff's Office remodel is complete.
- The Sheriff's Office remodel is in the works and required an extensive plan to complete the work while the area is occupied due to Benike falling behind schedule. They have a plan and will execute the plan starting the week of October 12th, this plan will allow Sheriff's Department Deputies an area to work while the perimeter offices are remodeled, once that work is done the Deputies will then move to their permanent offices and the interior rooms will get remodeled into the secure evidence area. The work in the perimeter offices is minimal and includes carpet, paint, and new data wiring to the new server room. Their hope is the plan created will be a quick transition for all involved.

Courthouse

Construction Update
- Continued

- Benike started demo in the Courthouse Friday, October 2nd and they are progressing very quickly, the transformation for the elevator is well underway and hopefully continues without any hiccups.
- Multiple contractors are onsite demoing electrical, HVAC, plumbing and controls.
- A majority of the demo work is looking to be complete by the 9th of October.
- The lower level of the Courthouse which will be home to Drug Court and Victims Service looks to be completed by the 24th of October.

Mr. Harbaugh informed the Board since the Board packet was sent out they have uncovered some issues upstairs behind the paneling that need to be addressed.

The Facilities and Fleet Manager reported he would like the Board to tour the Courthouse after the meeting today so they can see some of the issues they have run into.

The Board thanked Mr. Harbaugh for the update.

Commissioner Allen commended the work of the Facilities and Fleet Manger during the remodeling projects.

The Chair adjourned the meeting at 9:23 a.m. CDT.

Meeting Adjourned

ATTEST:

**JOHN ALLEN
CHAIR, COUNTY BOARD**

**BECKY LUBAHN
DEPUTY CLERK**

DATED: