



## County Infrastructure Committee

Monday, July 20, 2009 – 8:30 a.m.  
225 W. Main Street, Room 212  
Gaylord, MI 49735

### MINUTES

Chairman Backenstose called the meeting to order at 8:30 AM.

Roll call – Present: Erma Backenstose, Ken Glasser, Doug Johnson, John Burt  
Excused: Bruce Brown

Others present: Dale Fulcher, Randy Stults

#### II. Approval of Minutes

A. Motion by Commissioner Glasser to “approve the minutes of June 15, 2009.” Motion Carried.

#### III. Administrator’s Report

##### A. Exterior Woodwork Repair

Burt reported that the Sheriff’s entry handrails is completed, which was the last piece of the project.

##### B. Alpine Center Paint/Carpeting

The carpeting and painting of the Multi-Purpose Room has been completed.

##### C. Prosecutor Victim/Witness Room Remodel

Burt reported that the remodeling of the Law Library into the Prosecutor Victim/Witness Room has been completed. The room will also be used as the Juvenile holding room by the Courts.

##### D. Jail Ventilation

Wade-Trim has completed approximately 50% of the jail ventilation plans.

##### E. Clerk/ROD Remodel

Burt reported that the bid package for the Clerk/ROD remodel is set to go. He will be speaking with the architect to set up a timeline for the bid process. He expects that the notice for the project will go into Saturday’s newspaper.

##### F. Energy Efficient Lighting

Burt reported that 142 lighting fixtures were replaced at the downtown building for a cost of \$6,390. The energy savings is expected to pay for the fixtures within eighteen months.

##### G. Cross Street Building

The Building & Grounds Department will make some modifications in the old City Police Department space in anticipation of Land Use Services eventually moving downtown. There will also need to be some work done on space for the Equalization Department, but Building & Grounds will hold off on doing that work until plans for department moves are finalized.

#### **H. Animal Control**

Burt distributed copies of the RFP for architectural services for the preliminary layout, cost estimates, and conceptual drawing for a new Animal Control facility.

#### **I. Court Street Improvements**

Burt updated the Committee on the bids (BID 2009-11) received for the Court Street property. Bidders could bid on installing Afton Stone and/or paving the parking lot. The Committee discussed their preference to pave the parking lot. The Committee also discussed planting a few trees along the south side of the property. Johnson moved to "recommend to the full Board of Commissioners to award the project to Rieth-Riley Construction at a cost not to exceed \$15,385.00 and to add trees to the south side of the property". Motion Carried. The Committee also requested that the parking lot be striped, along with any helpful directional arrows, once the paving is completed.

#### **J. ORV Map**

The Committee discussed sending something in writing to the Townships at the end of the summer to let them know the timeline to make any changes to the roads allowed in the ORV ordinance. Once the ordinance is updated, Burt will work on having a professional map published for the 2010 season.

#### **K. Courtroom Furniture**

Burt informed the Committee that the Courts will select furniture for the downtown courtroom. There is a budget of \$5,000.

#### **L. Probation/MSU Extension Move**

The Probation Department is going to have an additional staff person assigned to it. They have worked out an agreement with Michigan State University Extension (MSUE) to use one of their offices for the new staff person. MSUE is going to move around some of their offices to better accommodate work flow. Building & Grounds will use work camp participants to move furniture for the office moves.

### **IV. Unfinished Business**

None

### **V. New Business**

#### **A. AT&T/Global Tower Facility**

Burt reported that he and Glasser toured the AT&T building that is associated with the Global Tower communications tower at the Alpine Center near the Hayes Tower entrance to the school. AT&T's lease is up and they are willing to transfer the building to the County at no cost. The alternative, per their lease, is to demolish the building. The 4,600 square foot building is in very good shape and could be used for a variety of purposes. Burt is working on details with AT&T.

## **B. Energy Efficiency Workshop**

Burt reported that he is hoping to attend a workshop on July 21 on the Energy Efficiency & Conservation Block Grants that are available. The Committee discussed applying for funding to install new windows at the downtown building. The question came up on whether that would trigger a compliance issue requiring egress windows on the first floor. The Committee asked Burt to get with Joe Ferrigan, the Land Use Director, to determine if there is such a requirement.

## **C. Next Meeting Date**

The next meeting will be on Monday, August 17, 2009 at 8:30 AM.

The meeting was adjourned by Chairman Backenstose at 9:15 AM.