

## MINUTES OF THE CONSTRUCTION SUBCOMMITTEE

There was a regular meeting of the Pine Valley construction subcommittee on Monday May 8, 2017, starting at 2:00 pm in the Pine Valley community room.

The meeting was called to order at 2:20 pm by Donald Seep, acting Chairperson delegated by the members of the subcommittee present.

In attendance were: Donald Seep, Ruth Williams, Bob Bellman, Jim Huffman, Richard McKee, Ben Delzer, Greg Zastrow, Kathy Cianci, Steve Alexander, Joan Bailey and Irene Walmer. Absent: Fred Clary, Jeanetta Kirkpatrick, Larry Sebranek and Angie Alexander.

Ruth Williams moved to approve the agenda and verify the posting. Jim Huffman seconded the motion. Motion carried.

Bob Bellman moved to approve the minutes of the April meeting. Richard McKee seconded the motion. Motion carried.

**Review of prior meeting:** None noted.

**Planting and landscaping, seeding:** Kathy Cianci reported a resident would like to donate 10 small trees to be planted soon. Kathy will contact Larry Sebranek if he would be willing to take them home to get them established before planting them here. Jim Huffman made a motion to accept the donation and express gratitude to the resident for the donation. Richard McKee seconded the motion. Motion carried.

**Update on warranty issues, project progress.** There are a handful of trees needing to be moved or pruned that have been planted under the eaves. Greg Zastrow has contacted Niessan and Sons. Greg will look at this area and assess the situation then let Niessan know the areas that will need attention. There is a 1 year warranty on landscaping with dead stock that should be replaced. Kathy Cianci and Ben Delzer will sort this out with Niessen. Lawn area touch-up is the responsibility of Niessan and Sons. Courtyard ponding needs to be addressed. The earth workers will be here on Friday to assess this area. Ben Delzer is doing more research. Dining room laminate has been replaced.

Touch up painting and caulking yet to be done: Painting backsides of living room window trim, soffit, caulk top edge of counter in dining room, touch up drywall and paint screws in room 105. Painter on site now.

Replace kitchen 500 drawer box.

Sprinkler leak in Physical Therapy Gym.

Demolition is underway. Permits were received from the DNR to bury materials under the future parking lot.

Excavator will be here when demo is complete with lighting, siding, roofing and clean-up to be finished in July.

Discussed the reasoning for not using a wrecking ball. This is due to separating materials for use under the parking lot. Clean materials may be used elsewhere where needed. This will result in a cost savings in excess of \$100,000.00.

**Project budget update: Owner's Contingency, Construction Contingency:** *Owner contingency:*

Remaining contingency - \$31,666.00

Estimated additional expenses - \$9,700.00

Anticipated remaining at completion - \$21,966.00

*Construction contingency:*

Remaining construction contingency - \$40,955.00

Pending and estimated expenses - \$36,703.00

Anticipated remaining at completion - \$4,252.00

Items committed and left to pay:

EUA for remaining contract - \$7,107.08  
CG Schmidt for March and April invoices and remaining contract - \$98,457.86, \$30,514.31 and \$686,502.54.  
Richard Street Supply March and April invoices and remaining contract - \$4,753.05, \$1,814.01 and \$134,788.09  
A&A Environmental for testing to be done - \$6,500.00  
Dirty Ducts - \$278,678.25  
Robinson Brothers - \$205,000.00  
Fein Brothers - \$165,677.00  
Total - \$1,623,892.19

Items required for completion, estimated:

CG Schmidt pending change orders - \$3,200.00  
Additional artwork/furnishings - \$7,000.00  
Additional construction testing – 3,500.00  
Additional abatement - \$15,000.00  
Demolition additions - \$5,000.00  
Landscaping - \$30,000.00  
Signage extras - \$2,000.00  
Fein Brothers deduction – (\$5,000.00)  
Cell Phone Boosters - \$5,000.00  
Total - \$65,700.00

Overall budget review:

Total project budget - \$20,761,288.00  
Total spent to date - \$18,962,593.00  
Remaining budget - \$1,798,695.00  
Committed/pending payments - \$1,623,892.00  
Estimated payments - \$65,700.00  
Anticipated unspent at completion - \$109,103.00

Ben Delzer will prioritize a list of items of owner request not included.

Discussed if the unspent budget can be reimbursed to Pine Valley operations. Richard McKee made a motion to forward this subject to the trustees for consideration. Jim Huffman seconded the motion. Motion carried.

Builders risk insurance policy is up to date and remains in effect until completion.

Date of completion is determined when documents are received by local inspection upon completion. No other major inspections are needed.

Consideration of invoices, pay applications and contracts: The following invoices were presented for payment:

Richard McKee moved to approve payment to CG Schmidt for March and April pay applications in the amounts of \$98,457.86 and \$30,514.31 respectively for a total of \$128,972.17. Bob Bellman seconded the motion. Motion carried.

Richard McKee made a motion to approve payment to Richard Street Supply for March and April pay applications in the amounts of \$4,753.05 and \$1,814.01 respectively for a total of \$6,567.06.

Bob Bellman made a motion to approve payment to EUA in the amount of \$4,535.69 leaving a balance of \$2,571.39 due. Ruth Williams seconded the motion.

Richard McKee moved to approve payment to Dirty Ducts in the amount of \$279,453.25 for abatement in the old building completed according to the contract with additional areas yet to be done. Jim Huffman seconded the motion. Motion carried.

Selection of next meeting dates: Next meeting has been scheduled for June 12, 2017 at 2:00p.m.

Adjourn: Ruth Williams made a motion to adjourn the meeting. Jim seconded the motion. Motion carried.  
Meeting concluded at 3:05p.m.

Respectfully submitted,

Kathy Cianci, Pine Valley Administrator