

## MINUTES OF THE CONSTRUCTION SUBCOMMITTEE

The final meeting of the Pine Valley construction subcommittee was held on Monday September 25, 2017, at 1:00 pm in the Pine Valley community room.

The meeting was called to order at 1:00 pm by Fred Clary.

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

Larry Sebranek moved to approve the agenda and verify the posting. Richard McKee seconded the motion. Motion carried.

Jeanetta Kirkpatrick moved to approve the minutes of the August meeting. Jim Huffman seconded the motion. Motion carried.

**Review of prior meeting:** No comments.

**Consideration of additional landscaping:** Fred Clary presented a handout of the seeding proposal from Dennis Brown. The handout shows the areas the proposal would cover. Discussion on the timeline and that all of the areas would be seeded for mowing. There was no mention of any warranty on the work to be done. Work on the seeding is scheduled to start sometime this week. Richard McKee made a motion to spend \$10,500.00 to get this project done. Jim Huffman seconded the motion. Motion carried. Jeanetta Kirkpatrick opposed due to no warranty.

**Project budget update:** Construction has wrapped up. Ben Delzer is working on finalizing any loose ends. \$24,500.00 is due Gerke for final reconciliation. Richard Street Supply account has been moved over the CG Schmidt. Ben Delzer will update the overall remaining contingency with Victor Vlasak. Unspent amount at completion in owner's budget is \$116,651.04 and still under budget. CG Schmidt due \$343,794.00 and Richard Street Supply \$3,489.00. \$41,032.94 remaining on CG Schmidt contract. Several invoices are still open, AA Environmental for lead testing and waiver and vermiculite and tar testing, Dirty Ducts for stairwell, elevator and windows and Town and Country for cell boosters. 99% of invoices have been billed out. Also waiting for final bill from the Do It Center and dumpsters are to be picked up yet. Any interest on remaining contingency was questioned. Ben Delzer reported the interest is included in the total remaining. Steve Alexander and Ben Delzer addressed the warranty items totaling approximately 93 items since CG Schmidt turned the project over the Pine Valley. 95% have been addressed. Discussed the remaining items and if any of the warranty items came up after occupancy. Ben Delzer to follow up with Angie Alexander's concern with the warranty issues with the pagers.

**Subcommittee closeout procedure:** Discussion was held concerning any invoices from this point forward needing approval for payment. Existing resolution states the subcommittee has authorization to approve payment's and if changed would need County Board approval. Richard McKee made a motion to authorize Fred Clary to approve final closeout payments after today. Larry Sebranek seconded the motion. Motion carried. Fred Clary opposed the motion.

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

Richard McKee moved to pay Richard Street Supply for the amount of \$3,489.00. Jim Huffman seconded the motion. Motion carried. An itemized invoice is available.

Donald Seep made a motion to approve payment to CG Schmidt in the amount of \$343,794.00. Richard McKee seconded the motion. Motion carried.

Larry Sebranek made a motion to approve payment to Dirty Ducts in the amount of \$3,790.00 for the removal of the flooring in employee stairwell and the elevator. Jim Huffman seconded the motion. Motion carried.

Don Seep made a motion to approve payment to Town and Country TV for cell boosters in the amount of \$3,499.85. Richard McKee seconded the motion. Motion carried.

Don Seep made a motion to pay 2 invoices from A&A Environmental in the amount of \$3,000.00 for the removal of vermiculite and tar in the foundation and \$5,600.00 for lead disposal which had to be hauled away per DNR. Richard McKee seconded the motion. Motion carried.

Don Seep commended Fred Clary for a fine job chairing the subcommittee. Jeanetta Kirkpatrick thanked the staff for working on the project.

**Adjourn:** Jim Huffman made a motion to adjourn the meeting. Richard McKee seconded the motion. Motion carried. Meeting concluded at 1:45p.m.

Respectfully submitted,

Kathy Cianci, Administrator

By: IMW