

TOWN / VILLAGE OF FREDONIA
SHARED BUILDING COMMITTEE
August 2, 2007

The Shared Building Committee met at the Fredonia Fire Department Meeting Room, 201 S. Milwaukee Street, Fredonia, Wisconsin on August 2, 2007. The meeting was called to order at 6:30 p.m.

Members present: Larry Palm, Lance Leider, James Stemper, and Larry Waskiewicz. Also present: Joe Short and Jo Ann Wagner. Arriving later: Jeff Smies.

The Pledge of Allegiance was recited.

No public comments were received.

Contract with Smies for Shared Building

The proposed contract with Smies for design of the Shared Hall was reviewed. Changes made include:

- Section 1.1.2.5 The dollar amount will be changed from \$800,000 to \$700,000 and will include the Architects fee.
- An additional signature line will be added so both the village president and town chairperson can sign the contract.
- The total contract price is \$43,480.
- Excavating is not included in the contract price.

A **MOTION** was made by Waskiewicz, seconded by Stemper, to recommend to both the town and village board that they accept the contract with Smies Architects with a change to delete section 1.1.2.5 (2) and add \$700,000 to section 1.1.2.5 (1) and to add an additional signature line allowing the village president and town chairperson to sign the contract. Motion carried. Waskiewicz stated that the Electronic Data Transfer Agreement with Boonestro and Associates has been signed by the village allowing data from previous drawings to be used by Smies Architects. Boonestro would like a written agreement with whoever uses the data that the original design architect has no liability for their use of the data. Smies arrived at 6:55 p.m.

Recess

The committee recessed for thirty minutes on a **MOTION** by Waskiewicz, seconded by Stemper, and carried.

Reconvene

The committee reconvened at 7:40 p.m. on a **MOTION** by Waskiewicz, seconded by Palm, and carried.

Approve Minutes

The minutes from the July 18, 2007, Shared Hall Committee were reviewed. Under "Discussion with Smies" the first item was changed to "Storm water hook up 200 ft. away". With this change the minutes from the July 18, 2007, were approved on a **MOTION** by Leider, seconded by Stemper, and carried with Palm abstaining.

Review of Preliminary Layout for Proposed Shared Municipal Building

Smies presented a preliminary layout for the proposed shared municipal building. The proposed layout included:

- A reception area
- Village offices to the right, town offices to the left
- A basement area for mechanical equipment. This area cannot be more than 500 square feet or an elevator will be required.
- A separate file room, offices, and conference room for each municipality with a hallway that would be conducive to expansion in the future.
- A fire rated file room, which needs a door that automatically closes.
- The ability to lock each area separately.
- Creating an airlock entryway adds \$15,000 to \$20,000 to the project. Eight feet would be needed to create the entryway.
- A two story tower is over the lobby area.
- A 40 car parking lot is south of the proposed building.
- The grade at the rear of the building is up two feet onto the building

Suggestions by the committee included:

- Instead of two conference rooms, could one conference room be shared? Smies suggested moving it to the board room area.
- Add a door from the board room to the conference room.
- The coat room was eliminated.
- The reception area in the lobby was eliminated. Each municipality will have a window or counter area.
- Angle parking could be added to the east of the lot.
- The mechanical room in the basement could have outside access (if necessary for design purposes).
- The janitor's room could be part of the storage room.

Site Plan

Sketches of possible building design were reviewed. Of the five presented, the two designs with red buildings were rejected. It was noted that light colored roofs are easier to air condition.

Set Next Meeting

The committee will meet again on August 13 at 7:00 p.m. at the Fredonia Fire Department meeting room. If the architect's drawings are not ready at that time, the meeting will be postponed until August 20th.

The meeting adjourned at 9:10 p.m. on a MOTION by Stemper, seconded by Palm, and carried.

Respectfully Submitted:

Jo Ann Wagner
Clerk-Treasurer
(approved 8/13/07)