

MINUTES–HULL BUILDING COMMITTEE/Joint with Town Board



Tuesday, November 16, 2010 – 4:30 P.M.

TOWN OF HULL MUNICIPAL BUILDING

4550 WOJCIK MEMORIAL DRIVE, STEVENS POINT, WI 54482



UNOFFICIAL



1) Call to order: The meeting of the Hull Building Committee was called to order on Tuesday, November 16, 2010 at 4:30 p.m. by Hull Supervisor Co-Chair Dave Pederson at the Hull Municipal Building, 4550 Wojcik Memorial Drive, Stevens Point, WI 54482.

Present: Co-Chair David Pederson, Co-Chair Melvin Bembenek, Marilynn Kranig, Fire Chief Mark Kluck, Road Foreman Pete Kaminski, Assistant Fire Chief Mark Fritsche, citizen member - Alan Hucke, Owner Representative-Todd Grunwaldt, Phil DiSalvo, Building Committee Secretary Patty Amman.

Others Present: Dave Wilz, Janet Wolle, John Holdridge, Jackson Case, Brian from Stevens Point Journal.

Excused: citizen member - Ted Stoltz

Absent: citizen member - Lance Reeve

2) Citizens wishing to address the committee on non-agenda items. Agenda items are for discussion and possible action: *None.*

3) Announcements/comments/reports from Committee members and citizens.

Marilynn Kranig handed out a sheet on quotes for updating current municipal building reviewing what had been done previously. See handout for details.

4) Approval of minutes of October 19, 2010. *A motion was made by Marilynn Kranig to approve minutes, seconded by Mark Fritsche. Motion passed.*

5) Refining cost estimates and reviewing the Committee’s findings and recommendations with the Town Board.

Pederson I know we had some questions after our last meeting that needed to be addressed. Todd has been working on that.

Todd Grunwaldt passed out a multi-page overview regarding how the building plan and costs have developed over the last year or two. See handout for details.

Grunwaldt This addresses a letter I received from the Building Committee asking for more information.

Pederson I had asked Todd to answer some of the questions that had been left hanging and also to put together a chronology of the plan as it's been developing.

Grunwaldt I'll go through it one section at a time and you can ask your questions. *(He read what was on the sheet-see handout page 1)*. If the power goes out, your computer will go out and if it's on-line, it will come back on, but you will have lost information and you would have to re-boot your computer. A UPS is a battery backup power supply. Needed would be a separate emergency panel at a minimum cost of \$2,000. Codes on vehicle exhaust system, mainly for the fire dept. but also applies to maintenance. *(See handout.)* If you're doing service work or running your vehicle for a long time, that's when codes require venting systems. Costs on infrared versus in-floor radiant heat. *(See handout.)* An analysis could be done, but it would cost more money. We've already decided on this. Solar PV Systems and what they produce: *(see handout)*. You wouldn't set it up to run any certain piece of equipment or lights in a certain area. It would go into the general electrical service for the building, that's where you would maximize on its use. A 40KW system would double the savings of a 20KW system.

Pederson I'm trying to recall what the system cost would be and 2/3rds of that would be what?

Grunwaldt \$66,500 for a 40KW system.

Pederson So the payback on that would be?

Grunwaldt 12 years, it's noted further down. That's with the \$150,000 in rebates. Next, Chronology of the Plan. When we got involved, we did a space needs study in Sept. 2009. *(See handout for details that Todd went over for dates as things happened along with the focus of what happened during those dates.)* Chronology of Building Costs *(see handout for details.)*

Kranig Is it going to cost \$100,000 to put a new roof on the fire station?

Grunwaldt No. \$50,000 based on quotes Jackson Case got from Commercial Roofing and then adding some to that for incidentals. We had talked about putting an overhead crane over there too. Or it might go here. I'll explain areas that might take more money. *(Continued reading of building costs page.)* Regarding the emergency generator, there would be a separate emergency panel that would be hooked up to. I believe it would have to double up to those areas it would service. Construction cost estimates *(see handout)*. Bottom line is about \$2.8 million less about \$50,000 to \$75,000 for tax exempt purposes. We can assist you in doing that *(obtaining the savings through tax exempt.)* Comparable Project Costs *(see handout)*.

Kranig How many years ago was that, where Stockton did that?

Pederson About 5 or 6 years ago.

Grunwaldt Mosinee *(see handout for details)*. That was about 3 years ago. NCTI a training facility in Merrill was bid a few years before Mosinee. *(More reading of the comparable project costs.)* What you find here is where I say the first one is a public competitive bid through an architect. The

construction management like Keller which adds a 4-6% fee, you still would pay an architect and engineers to design the whole thing and they would bid it for you. They claim they can keep the costs down and also use more local people. That's their selling point. What I'm trying to show you is that privately bid projects and the construction management type bid projects, even though they claim to be less, seem to be more than the traditional open bid with a general contractor and using an architect. So based on that, I feel comfortable with this last cost estimate where the final number is \$2.7 million for the plan we have up here, that's what that's based on. Ours is about 27,000 total s.f. new.

Pederson I'm curious as to the difference between the square foot cost of the fire dept. and the town hall. Why is that?

Grunwaldt There's a mezzanine in the fire dept. that adds cost but not square footage. The exhaust system which adds cost but no square footage.

Pederson The construction isn't all that different as far as the shell of the building.

Grunwaldt They (*the comparable construction examples*) are all pre-engineered metal buildings, most with accent materials on the outside. Some have mezzanines but they all have an apparatus bay, overhead doors, floor drains, similar office areas. The scale of our project is a lot bigger which should bring the s.f. costs down just because of the economy.

Pederson It should be a factor.

(Al Hucke left at about 5:05 p.m.)

Pederson Any questions on what Todd presented?

Grunwaldt I kind of went through it fast. I tried to show you when changes were made and the costs associated with them.

Pederson That was the reason for my request, for that kind of an analysis so that we know why the costs have risen to the latest estimate.

Fritsche For the building costs chronology down at the bottom, the 40KW solar PV \$66,500 and then at the bottom it says add for solar electric \$38,500. That's already accounted for in that number right? It's not add that on top of that?

Grunwaldt Correct. I meant to say that you need to have either the \$38,500 or the \$66,500 and I put the \$66,500. Do you understand that we started at \$1.9 million and that we added on to the hall instead of remodeling, built all new? We reduced some costs we had accounted for in the maintenance/shop. We may have too much money in there yet for the maintenance/shop area. I estimated \$5,000 for garage doors and they were \$2,700 a garage door in similar size. The cost of the electrical fixtures, I think we'll just be replacing them with high output energy efficient fixtures and the wiring would stay there. It's budgeted at \$25,000 which it should not reach, plus WPS or Focus on Energy has rebates to upgrade those so you get so much back per fixture. Painting; we did costs for the building. I know we need some repairs, the pit, some mechanical adjustments and the remodeling.

Pederson There are some electrical upgrades that maintenance is looking at, outlets.

Grunwaldt Power, we're looking at more power and updating the existing panel and that would be back fed into our new service panel coming in.

Holdridge Is this \$2.8 million with site work and everything?

Grunwaldt That does not have the architectural fees in there, no soil borings or soil testing. It does include the septic and well. It's doesn't have furnishings or equipment. All countertops and the kitchenette is included but the refrigerator is not included, computers and chairs are not in there or tables, anything loose or that you can move is not included in there.

Bembenek Is it possible to come up with a price for that stuff?

Pederson Those things we'll need to build into our yearly budgets.

Holdridge We set aside \$100,000 in our 2011 budget for the general category of remodeling and reconstruction. What's the architect fee on this, the percentage?

Grunwaldt It could be a percentage or a fixed fee but it would be basically a percentage of about 4%.

Pederson Our original contract included all that but then we broke it out into sections.

Grunwaldt If you continue working with me, I had broken down and subtracted it out, what you paid me so far, to offset the cost. I don't know if it was 4%. That might have been based on the \$2 million and not \$2.7 or \$2.8. I can give you that information, I have it worked out somewhere in my paperwork. For example, printing costs and advertising costs; I had all those things itemized.

Holdridge Has anybody come up with a cost of what householders can afford to pay in terms of taxes? We have \$2 million here and we know this is going to work based on our analysis of our property tax situation. If you design a building and incorporate not everything but some things to equal \$1.8 million or \$2.2 million, does anyone do that, usually based off the needs assessment?

Grunwaldt I'm not aware of anyone who does that.

Holdridge It's based off of a list of needs and then you build a structure with the s.f. based on that.

Grunwaldt That's pretty much what we did.

Holdridge Isn't that how these pretty much operate? That's a reasonable approach, talking with people who use the building and their needs. This building and assembly hall is inadequate. That's the traditional way to build these. You need to ask the staff and do a needs study right at the beginning.

Grunwaldt Right, if I'm following you correctly, that's what we did. We did the space needs study and came up with the square footage. At that time we got some preliminary numbers from Jackson Case. At that time we were over 7,000 s.f. more than what he had proposed originally. So right off the bat, we went from \$1.2 to \$1.9 million. Then after the study, we started designing the building and as we laid it out, things got changed and added. So the general consensus was that if we're going to build it, let's build it right. So things evolved and I tried to show here how things were added to that cost to be where we are today. So it has substance to why the building is the way it is and the size that it is. It has all the backup information.

Holdridge That generally is the approach, isn't it?

Grunwaldt Yes, absolutely, sure.

Pederson I asked Dave Wilz to review with us what the impact of this project would be with our tax levy (*see handout Dave and Treasurer Jim K. came up with*). Our treasurer developed this grid.

Wilz There's 2 sides to this grid. Flip to the side where in the center it shows our 2009 tax rate for the Town of Hull. Our old tax rate was \$2.54 per \$1,000 assessed value. Our total tax bill was \$17.95. If you had a house that was valued at \$100,000 in the Town of Hull, your total tax bill would be \$1,795 for the year. Of that amount, \$254 went to the Town of Hull. The difference is in the other type of taxes that you've heard John Holdridge talk about with Portage County, Stevens Point School District and the Voc. Tech. System. In terms of this project, the only tax line we have to work with is the \$2.54 per thousand. Based off of that, if this new cost estimate was about \$3 million, what will this do to an individual who is asked to pay for it? We're assuming a few things. First of all that it would be paid back in a 15 year amortization. This would be a reasonable amount of time to pay for the building before we'd need to start any repairs. Jim has a lot of information with different scenarios and paybacks but we're using \$3 million at 4% over 15 years as an example. It would show that our tax levy would go up .7469 or about 75 cents per thousand. It's a 29.4% increase in our (*township*) tax rate. We're at \$2.54 now and it would go up 75 cents. For example, if I have a \$100,000 home now and am paying \$254 to the Town of Hull and a \$3 million project comes in at 4% that I'm being asked to pay for over 15 years, my taxes would go up from \$254 to \$329, that's the impact. We wanted to look at what it would look like and in this example, it would increase about 30% for the Town of Hull portion. We chose 15 years as an example for payback because that seemed reasonable in light of after that, the building might start to need some things repaired or replaced.

Grunwaldt You shouldn't have to do that with the building we are proposing. It should last longer than that before you'd need to do anything significant, more than 20 years even. I understand this is just an example.

Holdridge If you have a \$200,000 house, it would be an extra \$150 over our 2009 rate.

Wilz Our 2011 is about the same as our 2010 rate. We haven't change that.

Holdridge It's about a penny less per thousand. We love that word "sustainable".

Wilz Our budget, which hopefully will be approved for by the citizens in December, there will be no increase for 2011. So these are good rates to think about. So if we get this to a point where we present it to the public, that would be what we'd be selling, based off of these assumptions.

Grunwaldt My personal feeling is that it surprises me that it isn't a little higher.

Phil DiSalvo What is that amount in relation to the total tax bill, not just the Town of Hull portion?

Wilz We ran that out and I think it increased the total tax bill by about 4% or 5%. But I can tell you as a supervisor, I will not look at that way. We don't control that other 87% of the pie chart and we're the ones that get the phone calls. My tax bill went up 12% last year and the Town of Hull's rates were flat. So we're getting the grief for the increase of other portions. We look at it as this is what we're in charge of and what we control.

Kluck So In John's words, a \$200,000 home would work out to about \$12 a month more.

Holdridge The problem is it all gets muddled. If you ask people, they look at the bottom line, they don't segregate it but we should force them to do so. People ought to know that 13% in 2010 went to the Town of Hull. The rest of it is basically out of our control. But it is an impact on the household if the school or county goes up substantially.

Pederson This is the part of the tax bill that as individuals they can have the most say in.

Wilz I see where you're coming from and I don't know if that \$75 per \$100,000 home is a deal or a break or not. We're just putting it out there as we need to start thinking about this.

Holdridge In terms of indebtedness, the Town of Hull has incredibly low indebtedness. It's based on up to 5% of the equalized value. We paid off Jordan Road so right now there's some equipment. So for the Town, it's very low.

Wilz We're in good shape that way. Our citizens also enjoy that too, \$2.54 per thousand is an extremely attractive rate for local government. Some of the other towns around us are in that area. You go to Stevens Point where they have more services, it's more like \$9.70 so about 4 times the cost. That's one of the attractions for people to live in the township. Service costs are pretty low because we don't have to offer a lot of services other than plowing snow, garbage pickup, and road maintenance.

Case Isn't that going to be part of your selling point to show that the Town of Hull has worked very hard over the years to keep the taxes as low as they are? Now you're getting kicked for it because when you would look at this increase onto the low taxes, it looks like a substantial increase. Whereas if you hadn't worked so hard at keeping taxes down, then the percentage would have been less.

Wilz Others would argue against that and say we should have been planning for this and charging an extra \$20 more per year and putting that into a building fund rather than letting things fall apart. So there are a lot of ways to look at this.

Case Has the Board looked at the construction process from a timing point of view? When construction might actually happen. Because the timing of the construction could make a huge variation in the cost to the Town. I'm not saying that's a bad thing. As a contractor, I've been bidding a lot of jobs in the region lately. Steel building construction jobs. What I've found when they come to a point where it's a municipal project that needs to be bid out and everybody can bid on it, these bids are coming in unrealistically low. The people that are getting these jobs, I know that they're not making money on it. When you have a contractor working on your job and they're not making money on your job, something is going to give somewhere along the line. There's a lot of talk right now about bidding construction projects that were put up in 2009 and 2010 and is that a building you ever want to buy in a resale market in later years simply because the construction practices are following the prices. It's a real concern.

Pederson That relates to the specifications we put in the bids.

Holdridge And the supervision of the construction process.

Case It certainly does, it all boils down to that. There is always the reality on the job site that as an architect that has watched over projects and also as a contractor, I understand that there is nobody that can babysit a job to the extent that they know exactly what is going on all the time. Todd will tell you that if someone is going to pull something on a project, there's no way the architect can find it. Even as a general contractor watching over my guys, it's all trust. You have to trust your contractor.

Pederson You mentioned timing. Can you explain that?

Case As we hopefully pull out of this recession, I think that the prices will start to become much more realistic than they are. I'm sure that you're not starting this project this fall. I'd be a little surprised if you started it in the spring. Maybe you'll start it a year from now and that could be a whole different environment you would be bidding the project into. I know that there are projects that are from 2006 when construction was strong like the Mosinee project and some others.

Grunwaldt Or later, when times were better.

Case Exactly, when times were better, it wasn't recession time.

Grunwaldt Where this Portage job was \$55 per s.f. which is just being finished now, that was bid in the fall.

Case Your numbers are definitely more in line, but I'm just putting in a word of caution.

Holdridge What did you have, Todd, for our s.f. cost?

Grunwaldt It varies; just the building for the fire dept. was \$84 and the hall was \$75.

Holdridge How did they get away with \$55 per s.f.?

Grunwaldt We won't be that low because they've got 6,000 s.f. of offices and 24,000 s.f. of finished but mostly open space. A public project paying wage rates, we would have to increase that compared to ours. Some of the bids on some of these projects are ridiculously low. Hopefully the economy will get better. It won't double your construction costs but it still should be okay but there's more to it than just what Jackson is saying about the timing of the project. I can go over than in detail at the appropriate time but right now, there's too much other work to do to get this approved. We don't have much choice. Bidding a project this time of year will be better than bidding it in the summer. People are looking at getting something on the books for the spring. I wanted to raise a different point. By comparison, \$3 million versus \$2 million, you're talking about 25 cents difference, 75 cents down to 50 cents.

Wilz It depends upon how you look at it. Mark brought up a good point, you mean that it's only \$12 a month? 29% sounds like a lot but it's only \$12 a month.

Kluck What I'm looking at is when we would ever get to the point of putting this out to the public, I think you need to show these different ways and lay it all out for them. They have a right to know all that.

Wilz Barb Brilowski talked about what's happening in our area, throughout Wisconsin and all over the U.S. There are a lot of our neighbors that are hurting or on a fixed income and any kind of a jump is a painful situation for them. We need to be aware of that.

Grunwaldt Another thing that \$12 a month could represent, when I look back to when the fire dept. came to my house, because my CO2 detector went off and I called about it. I was referred to Portage County and they referred it to the fire dept. The next thing I knew, the fire dept was at my door. When I think about \$12 a month and how quickly they responded and you want to maintain that, that's cheap insurance.

Holdridge It depends upon how you frame the question.

Kranig My personal feeling is I think \$75 a year for a \$100,000 house is very reasonable but, like you said, there are people that are hurting. So I'm going to play devil's advocate. What is Plan B if this fails? We don't have a Plan B.

Wilz Because we're working on Plan A.

Grunwaldt Are you saying you're going to go to referendum? That was going to be the Board's decision to see how this would be funded or financed.

Holdridge What is the alternative?

Pederson We can have a special Town Meeting or a Referendum.

Kranig When you have a special Town Meeting, you're going to get all the people that would be against it. Those that would be for it will just say, they don't need to come.

Wilz I remember what John said about there being a general distrust with government. I think it gets worse from the local on up and we can understand that but it comes down to the merits of the project and to the citizens who come in here. They either feel good about it or they don't. The elections that happened 2 weeks ago, there were referendums all over the state and I watched the reports from them and some were schools, some were locals. There were about 19 and not one passed because people are saying no more. That seems like the message.

Holdridge If you look at that recent election, you've got to say there is a lot of anti-government. It starts at the federal level and it's at the state level clearly. It's probably not nearly as pronounced at the local level but there's nothing to say it couldn't be. If we do a road and the local people see that road, they're pretty supportive. I've found that on any number of projects we've done. They can say that their tax money has been spent on this road. Now they don't know that we're 13% of the taxes that they pay, but when they see things that help them, whether it's a road or equipment, they tend to be very supportive of that. It's something they can see and grasp. You don't want all the voters to come in for this, you want the people that vote and convince them because you need one more than 50%.

Bembenek In years past when times were better, there were referendums that didn't pass either.

Grunwaldt Like the jail and the high school.

Wilz I don't want to put the cart before the horse, but this was just to introduce it, what we've been working on, and say this is what we really need and have meetings on how are we going to get them out to vote and get people to endorse it.

Holdridge But you've got to make sure what you're proposing is supported. If the people in the know are not supportive of it, you're in bad shape. You've got to make sure that everybody around this table, the 5 member Town Board, the staff here is totally supportive and can defend it. If you don't have that, you'll have back biting and whisper campaigns and probably not be successful. That's why it's so important to settle on a plan that everybody agrees on and that meets the need.

Bembenek I think everyone is pretty much together on that.

Holdridge I don't agree with you Mel. I've talked to some of the supervisors and there are some real questions about what's out here.

Bembenek I'm talking about the Building Committee.

Holdridge I'm talking about the supervisors too. Maybe it's a need to publicize it more. It's a process you go through. How does the public gain from a community center? I know there's some staff that don't think you should have a community center because the public would come in and infringe on territory. You kind of get an ownership of the building when you're in here every day and you have pride in the building and you want to protect the resource. If you think it maybe should be a community center, maybe you should have the Commission on Aging come out here and serve some of the elderly, that sort of thing. There could be any number of things you could incorporate in this. You start building a consensus of voters that would feel there would be something good here for them. Some of them have to go a long way to get to the Lincoln Center or whatever it happens to be. Get it publicized, get talking

to people, that all takes time to do that. You'll have people that won't vote for it regardless of how you frame the issue, they just won't vote for it. You make a great argument and go after the people who vote and would be willing to listen to a reasonable sort of argument. That's my take on this. This idea of why do you need a new fire station, why do you need to remodel the Town Hall, why, why, why? The communication Todd, you just keep coming back to them. It's like they do in the elections. Just keep hammering it home.

Pederson To address your concern Marilyn, I think we need to link the needed repairs and upgrades with our plan and why we included x, y and z in the plan and what concerns they address. The space needs in this meeting hall, those are addressed with this specific part of our plan. This is why we made it that size. The safety concerns in the fire house, the distance between trucks and you can compare it directly with what we've got now as to what it will be. Those things that have to be corrected, maybe we need to put a dollar amount on them. Yes, we could do this for x amount of dollars, but this is what we'll have done when we're done fixing this. Would that meet our needs?

Holdridge And code questions. Code questions are really important. You've got to meet health and safety codes. That's almost a no brainer. You can't have unsafe conditions so that's a given. Those things are changing a lot so you have to be up on them. As they change, it'll cost more money.

Pederson Sensibility, energy efficiency those are things that are part of the planning of this.

Holdridge I had asked the question before about what if you set a certain dollar amount. For example I used to be the chairman of the Portage County Finance Committee when we built the current jail. There was a committee with Ron Check on it and Bob Stanke was the county board chairman and they did what you did, took all the needs and framed the building. To some of us, we looked at that and said that was too much money. So we captured control of the county board with an election and we set a sum and said here's what we're going to spend. Now look what you've got? Charewicz told me the day they moved into that building, it was inadequate. We got to the point where some people were arguing that we shouldn't put a basement in the county/city building. That's where we meet now. That's some of the cheapest space you can possibly build. The upshot of that kind of approach is that if you limit it, you'll probably have an inadequate structure. That was true and now they're stuck because they can't get the public to support a new building.

Bembenek Their old building was bigger than their new building.

Kranig Several meetings ago there was a lady who was at our meeting who said, "Build the building for your needs now and going into the future, don't cut corners to save."

Bembenek That makes sense considering that jail, that's what they should have done.

Wilz Thanks Todd for doing this layout of the costs and timeline.

Bembenek Yes, very good job.

Wilz A few meetings back, weren't we pushing close to 3.9 million and now we're down to 2.8 million?

Pederson That's correct. I think we were using some preliminary estimates from Bolt Construction.

Grunwaldt Let's just toss that one. The assumptions were all wrong that they had taken. I should have never brought it up. I apologize for that.

6) Determine the next step and the role the Committee will play in moving forward.

Pederson We're at that point to determine our next step.

Wilz Back to our discussion, this 2.8 or 3 million, does that get refined as you ... is the next step to get the voting public to agree to it and then you bid it out to see what it's really going to cost? Or do you bid it out now to see what's it's going to cost so you have accurate information to take to the public?

Grunwaldt You bid it out later. You use these numbers to go to the public with. Once it's approved, you go through the design process.

Pederson You need the working drawings by the time you go to bid.

Wilz Once you get the public to say yes, then you pull the trigger on those kinds of things.

Grunwaldt I wish it was the other way around. You'd have the number and know for sure. I'd like to comment on Plan B; I think if we start looking at a Plan B right now, we'd be back shouting at each other and who's going to give up what.

Pederson We've spent a year or more of time on discussion of that.

Fritsche We decided as a group, when we looked at that, that this was the best option to go with and that's where we've been supporting it. Like John said, we need to sell the idea and go from there. I don't think we even talk about Plan B unless this goes to a referendum or special meeting and gets voted down. That's the point where you would start talking about Plan B.

Wilz Plan B doesn't mean an alternative building, but Plan B means they don't want it and so we've got what we've got and need to start fixing it up and making it better and safer to the best of our ability. In my mind, that's Plan B. Not re-designing another building.

Grunwaldt I don't think we need to talk about it now. I understand what you're saying.

Holdridge I think the worst thing you could do is to keep going back, if you want the public to approve something. It makes you look like you're indecisive and you don't know what you want. You may loose on a referendum and may need a period of reflection and what changes you could make. Would it be useful to develop some kind of brochure or a few pages of what we want to do, here's what's projected for cost and start laying out the tax situation. Start to disseminate it and start talking in

the neighborhoods and get it out there. Every meeting we have, we can talk about it. Start getting it out in the community and organizations and say here's what we think we need. What do you think? What else would you do at this point?

Grunwaldt I suggested that a long time ago, to get something out as a mailer. We can help put that together, and thank you for that information because that's the critical part right there, the cost to the taxpayer. We can take the information and get it down to whatever pages you want and include it in your normal mailing or a special mailing. Janet, we discussed what that might cost right, to do a mailing?

Wolle I don't know if we talked about the cost of a special mailing.

Holdridge I don't know if we'd have a special mailing. You could stick it in the newspaper, put a one pager in the tax mailing.

Wilz I agree with John that we need to start thinking about those things but we couldn't until this point because we weren't sure on the cost. We needed to have a better handle on the actual cost and until today, I don't think we could have said that. That will be one of the questions they'll ask, "What's this going to cost me?"

Kluck Are you saying we need to go back to what we did previously and set up a schedule of when we want to do this by? When do the tax mailings go out?

Pederson About mid-December.

Kluck So we'd have about a month to put together a sheet of what you're talking about. After that, do we go to public hearings?

Holdridge I think you get that out and start looking for reactions. Most of your firefighters are in the community. Start talking with your neighbors and get feedback, what they think. People love to tell you what they think.

Kluck We have been doing that as a fire department. We didn't have a number yet but just with the needs. I have been extremely surprised about those that have been very positive about it, like at the open houses, we talked to a lot of people about it. To quote some of them, "We're living in rat's nest down there." That's what they're saying, that it's terrible.

Holdridge Marilyn, didn't you have the display boards up at the election too?

Kranig We took these down to the elections but I was so busy that day, nobody came to me to ask me anything. The gals that were working out at the registration said there were very few questions. People came in, walked past it, they wanted to vote and get out again. I think that would be a good idea to get a sheet ready for the tax mailing. It goes to every household.

Holdridge Are you people as a Building Committee ready to recommend this sort of an approach, this sort of building, this sort of tax approach to the full Board? That doesn't mean you won't

be involved in the process. You'd still be involved in the process of convincing the people that we have this need and we need their support. You have worked on this for a couple of years and you've come up with a plan that you all are supportive of and you understand the financing. So is this where you send it to the Town Board? One of the advantages of the Town Board is that they are elected. They're the ones that can give directions because of the electoral system. You're advisory to the Town Board. That doesn't mean that you won't be involved in the whole process, but it does put it at a more official level. If the voters don't like something, we (*the Town Board*) are the only ones that have people go after us at the polls. Elections have consequences. I don't know if you're at that stage, Dave.

Pederson Does the Committee feel that we're at that stage? If so, I would entertain a motion to that effect to make a formal recommendation to the Board.

Kranig I make a motion that we make a formal recommendation to the Board.

Fritsche I'll second that.

Bembenek Does that include that we'd give it to the Board and show them what we have, at a regular Board meeting?

Holdridge That would be part of it, if the Board needed Todd or some of this.

Pederson A motion has been made and seconded that we make this a formal recommendation to the Board. So I'm asking for discussion.

Grunwaldt I'll get you more numbers on fees and soft costs associated with it.

Holdridge Can you put together an outline of what you see that one page would be like?

Grunwaldt The building costs and fees and like this? Sure.

Motion was voted on and passed.

Pederson We'll have a joint meeting with the Board and make the formal recommendation.

Kranig I was just asking Todd if he'll be able to get all of his information together so we can mail this out with the tax bill. Those are usually sent out just before Christmas.

Holdridge Maybe we color code that so it stands out.

Grunwaldt How much information do you want to give them? Do you want the needs and the chart?

Holdridge My suggestion is why don't you come up with an outline with what we need to send out and as Dave said, we'll take a look at that and adjust it maybe changing the language if needed.

Grunwaldt You want to have any plans or drawings in it? I would think not. You want to keep it to one page.

Pederson You can do front and back.

Bembenek Will this be for the December 6th meeting, for Todd to have this?

Grunwaldt I don't know if I'll have it by then.

Pederson We need it before the tax bills are mailed. It might mean a couple of us sitting down with it.

Wilz We don't need to have Board approval to stuff it in an envelope.

Grunwaldt I'll make an attempt to have an outline to show the Board.

Wilz My opinion is, for most people, that will be the first time they'll hear about it. So it should be an introduction and general in nature. It should talk about some of our safety needs and future needs and inform the voter that more information is coming down the line and we intend to get the message out and this is part of that step.

Grunwaldt When would be the next mailer, after the tax bill?

Kranig The next biggest one would be in the spring, April 2011.

Grunwaldt Then when would be a referendum date?

Wilz I don't know that we would know that yet. You are at a point to bring something to the Board, which is wonderful, and I think we can announce that we've been working on this and plant the seed.

Holdridge Is there anything else the Building Committee can do in terms of design? If there isn't, then it's time to move it to the Board.

Grunwaldt As long as I've been involved in this kind of work, I've never seen a committee of employees and citizens get down to this level of detail at this stage in the planning process. The fire dept. has everything laid out exactly like they need, the hall offices has everything laid out exactly as they need. Pete and the maintenance and shop area are a little grey because it's a remodel, but we're addressing all the issues he's come up with. It's pretty thorough.

Kranig I feel we've gone through this several times and we've cut out the fat. We've whittled it down to where we've addressed our definite needs.

Fritsche We've cut out the hose tower and went with a most cost effective method of drying the hose.

Kluck If you look at what Todd gave us including the tax savings, being tax exempt and the \$90,000 Pete was talking about and figure a \$180,000 hose tower, we've cut ¼ million dollars out right there.

Pederson One quarter of a million less.

Grunwaldt So I will get you that cost estimate and give it to Barb or Janet for your December 6th meeting and I'll work on some sort of a mailer/stuffer.

Holdridge You need a little bit of history. The fire station down there is so old, this is old, those kinds of things, not much, but you need some of that.

Grunwaldt You gave me some of that information. Did I answer all your questions Dave and Mel? Are you satisfied with it being addressed, what was in that letter?

Pederson Yes, that we can think of right now. Our next meeting date will be with the Board on December 6th, where we'll make our formal recommendations and go from there .

7) Set next meeting date. *Monday, December 6th with Town Board. (The time of the meeting with the Board will be at 5:00 p.m. so that it's completed before the 6:30 regular Board meeting.)*

8) Adjourn. *A motion was made by Marilyn Kranig to adjourn the meeting, seconded by Mark Fritsche. Motion passed. Meeting closed at 6:10 p.m.*

Respectfully submitted,

Patty Amman, Building Committee Secretary
Town of Hull, Portage County