

Village of Weston, Wisconsin
OFFICIAL PROCEEDINGS OF THE BUILDING COMMITTEE
held on Wednesday, November 18, 2020, at 4:30 p.m., at the Weston Municipal Center

AGENDA ITEMS

1. Meeting called to order by Committee Chair, Mort McBain, at 4:30 p.m.

2. Roll Call by Secretary Parker

Roll Call indicated 11 of 12 Committee Members present.

<u>Member</u>	<u>Present</u>
Bender, Bob – Citizen	Yes
Bushnell, Brian – Citizen	Yes
Ermeling, Barb – Trustee	Yes
Ermeling, Bryan – Citizen	Yes (arrived at 4:35 pm)
Gau, Duane – PC Member/Citizen	YES
Guerndt, Gary – PC Member/Citizen	Yes
Jordan, Joe – PC Member/Citizen	Excused
McBain, Mort – Citizen	Yes
Meinel, Steve – Trustee/PC Member	Yes
Nelson, Aaron – Citizen	Yes
White, Loren – Trustee/PC Member	Yes
Zeyghami, Hooshang – Citizen	Yes

Staff present: Donner, Higgins, Wodalski, Crowe, Tatro, Maguire, Chartrand, and Parker

Others present: President Maloney, Trustee Ziegler, Jon Wallenkamp, and Randall Schoen

3. Approve Minutes of Meeting of November 11, 2020

Motion by Barbara Ermeling, second by Bender, to approve the November 11, 2020 minutes.

Yes Vote: 10 No Votes: 0 Abstain: 0 Not Voting: 2 Result: PASS

<u>Member</u>	<u>Voting</u>
Bender, Bob – Citizen	YES
Bushnell, Brian – Citizen	YES
Ermeling, Barb – Trustee	YES
Ermeling, Bryan – Citizen	Not Voting
Gau, Duane – PC Member/Citizen	Yes
Guerndt, Gary – PC Member/Citizen	Yes
Jordan, Joe – PC Member/Citizen	Not Voting
McBain, Mort – Citizen	YES
Meinel, Steve – Trustee/PC Member	Yes
Nelson, Aaron – Citizen	YES
White, Loren – Trustee/PC Member	YES
Zeyghami, Hooshang – Citizen	YES

Bryan Ermeling arrived at 4:35 p.m.

4. Review Revised Facilities Design

Wallenkamp brought up the first floor option plan, stating there are two options here. The first option shows the lunch/training room being condensed and reduced to one room (versus being multiple rooms divided by a wall). He stated there is still a separate kitchen/breakroom for staff to use, if the lunch/training room is being used. The area that used to be open area in the men's locker room, is now a street foreman office. He pointed out how the showers in both the men's and women's rooms were removed and instead added unisex shower room (with a sink and toilet) along the north side of the men's locker room, and a second unisex shower room (with no sink or toilet) along the north side of the women's locker room. Both shower rooms are accessible to all staff. Wallenkamp explained with the lockers, the smaller lockers shown are for administrative staff (office lockers). All the rest of the lockers are associated with the field staff. Field staff will have two lockers each. One larger locker for their soiled clothing, dirty boots, etc., and one for their clean clothes and footwear. This is based on 30-years of trending with other facilities and their recommendations along with staff input.

Wallenkamp brought up a second first floor option plan. This one showed the streets being left and the lunch and break rooms are two separate rooms. Here they condensed the men's and women's locker rooms. He recognized that the first option is the one the Board was leaning more towards, with the lunch/training room, and not two separate rooms. This second option, they removed the second entry vestibule on the south side of the building (by the Utility Clerk office).

Wallenkamp went to the upper level plans, two options of that too. He stated both options have integrated a small breakroom. The first plan that he showed, he reminded that the upper blue area is for future growth. He stated when coming up the center stairway, they added a check-in, and just south of that is the break area.

The second upper level plan showed a conference room just south of the check-in area, and the break room is adjacent to that conference room.

Zeyghami questioned on the first option of the first floor plan, why only one shower room has a toilet and sink, and not both. He feels there should be a toilet and sink in both, unless you add a sign that states "shower only". Wallenkamp stated it was primarily a cost reason.

Nelson commented on the second option of the second floor plan, where it shows the open, shared employee areas. He stated in the DCE Administration Building, they tried the open areas, but then ended up adding walls to create separate offices, to create private work areas. Nelson feels it would not add much expense to add the individual office space right away. Wallenkamp stated it isn't that normal to have an open work environment. Zeyghami stated when it is an open work area like that, it is typically more noisy too, as people will start talking to each other, and he agreed there is no privacy there.

Guerndt questioned with the first option of the first floor plan, who he thought there was a separate breakroom for the office staff. Wallenkamp stated what is shown is what was talked about. Guerndt is not in favor of the field staff having to walk through the training room to get to the breakroom, in the event there is a training session going on. Wallenkamp explained how this originally was two separate rooms, but the previous discussions here was to make it one large room.

At the front end create extra office spaces for that department, rather than. It would not cost that much. He has seen it become an issue at the dce. Hooshang stated also more noisy and no privacy – though when given privacy, they can work on personal stuff.

Tatro stated the training room could be used by EMPD, SAFER, or other municipalities who don't have their own space, or could also be used for the elections. Maloney stated the elections can be held at Dale's Weston Lanes. Tatro stated we don't know that Dale's will continue to be available for us to use. He feels it would be a benefit to have separate.

Maloney suggested to edit the first option of the first floor plan to add an entrance into the breakroom directly from the shop. Wallenkamp stated they can move the voting equipment to the right, and bring that breakroom over to the hallway, and modify the entrance.

White suggested we not use carpeting.

Guerndt questioned with the foreman shop, if there is an option to put a window in there facing the shop. Wallenkamp stated they can add a window there.

White likes the boot wash.

Donner brought up that there was a question on the width of the hallways. Wallenkamp commented the hall area there being 7.5 ft wide, because this is where the most employee traffic will be. The halls narrow-up from there.

Wodalski suggested on moving the three bathrooms off the entrance to the other side of that hallway, to place them under the stairway, to give the Board Room more space and to square that off. Wallenkamp stated he can move that. Maloney suggested to mark those three bathrooms as unisex. Wallenkamp agreed. All bathrooms will be ADA compliant. Wodalski explained options of reconfiguring an office and the workroom, and moving a doorway down.

It was stated employee parking will be on the west side of the building.

Wodalski discussed the interior parking of equipment, stating that the spots that do not have a number associated are open.

Gau asked if there would ever need to be an expansion, where would it be. Wallenkamp stated the wall on the north side is non-load bearing and the expansion would be to the north. Guerndt questioned how much room is between the north wall and the planned driveway. Schoen stated there is about 50' from the north wall to that driveway, and about 170' from the wall and the ghosted driveway. After some discussion, it was agreed the driveway should just automatically go out to the ghosted driveway, so that we do not have to dig up the pavement and replace it later. The space in between would just be greenspace. Wallenkamp stated would not be an issue.

The salt storage shed and lean-to building were pointed out.

Maloney questioned the fuel island. Gau questioned if all departments use the Village's current fuel site now. Wodalski stated EMPD uses the fuel, and SAFER does not use it. White questioned if the fuel island will be below or above-ground. Wallenkamp stated if these are above ground, they would be vaulted, double-wall tanks with dispensers mounted on the sides. McBain questioned if we want the fuel on-site or off-site (contracted). Maloney stated a lot of places now are contracting this out. He commented on how the Postal Service and Marathon County both use Kwik Trip. Maloney stated he has talked to a few of those employees to see how they like their fueling system, and most seem to like it. He stated this gives those employees an option to go inside to use the restroom or to get a snack, or they don't have to go in or sign anything at all.

Guerndt stated his employees are assigned WEX (Wright Express) cards, and are able to use whatever station they want [*Clerk's Note: there is a limit to stations eligible*] when out in the field. When using the card, they enter the mileage and employee identification number, and you do not need to obtain a receipt. Guerndt stated then, their off-road fuel is bid out, and fuel is delivered onsite by that awarded contractor. The contractor comes in periodically and fills the tanks, and employees can fill their equipment right on the construction sites. Wodalski stated our current system holds diesel and unleaded. He stated our off-road equipment uses diesel. It was explained to McBain that with using a WEX card, you can fill up anywhere and anytime in the US. Maloney feels to allow employees to use something like a WEX card would be valuable, as if they are in the middle of their plow route, and get low; rather than drive back to the municipal center, they can stop at the nearest fuel station, and then continue on their route. Wodalski stated that during a snow event, the staff fills up the equipment the night before (or just before leaving) and typically do not need to fill up again during their route, but they do come back for salt.

Guerndt stated at their new facility, they will be having two fuel tanks on trailers there. They will be direct wired, and they have sensors in them, which will notify the company when the tanks are getting low. He suggested if the Village considered something similar, then we could put that out for bid. Guerndt claimed last year they saved \$50,000 in fuel. White stated with the Village being tax exempt, the fuel price is pretty reasonable.

Bushnell questioned if we are suggesting taking a front end loader, excavator, and road grader, and drive those into Kwik Trip for fuel? Guerndt re-stated that he contracts out for portable fuel tanks, between 500 – 1,000 gallons, that are parked onsite, and how the Village could do something like this versus a permanent storage tank.

Wodalski stated we currently have a 1,000-gallon diesel tank right now. Wodalski stated they come every Monday now, and during the winter, on Monday's and Thursday's. Maloney commented if we are going to have fuel onsite, we need to be more responsible about our fuel prices, since we don't bid out our fuel contract.

Maloney commented, if we used the WEX card system, how he likes the idea that our officers would then be more visible to the community when going to local gas stations.

McBain stated, based on what he is hearing, we are better off with the fuel to be off-site. Nelson stated they have about 10-15 vehicles and their fuel is all purchased off-site. He stated when setting up the account, they were able to get it so the fuel they purchase is tax exempt.

White questioned if there is some kind of power wire that goes out to the fuel trailer? Guerndt stated there would be a gas (or transfer) pump. Gau stated he feels we don't need anything (including a fuel trailer) here if we have an option to go to the local stations.

Wallenkamp stated he can work with Wodalski and Donner to put together a time study report to show how much time will be saved versus spent to see what makes the most sense. He also stated he can help us put together a bid package. He stated just because we bid it, does not mean we would have to buy it.

McBain stated we will move forward with this kept in the plan for now, but with the understanding that we may not go in that direction, based on the analysis.

Bushnell stated he put together a proposed new FAQ, which he shared with McBain, Maloney, and Donner. He is interested in hearing what's in the design now for resource conservation, energy efficiencies, the possibility of future solar. He would appreciate hearing from staff and the architect what's in design now and what's possible for the future.

Wallenkamp he started on that list of items to be talked about, and if we could put this on the next agenda, he will come with a complete printout of all the things that are in the design, or things that are designed in, that can be added in the future, or other items for the committee to look at. He stated he will work on those specific points and have ready for next meeting.

McBain questioned Wallenkamp if that will come in the form of alternates? Wallenkamp stated, for example, the energy recovery unit, how that will be a mechanical piece of equipment that uses outside and inside air. He stated the designing is supposed to take the load for solar panels. He stated we will not have the solar panels at this time, but are designing so in the future they can be added. He will bring this kind of information to the next meeting, and this Committee can decide if this should be alternate or not alternate bids.

White commented windows being energy efficient, all LED lighting, and everything on timers, the latest and greatest HVAC system, etc. Wallenkamp stated after last week's meeting, they gave Focus on Energy (FOE) the okay to get going on this. He stated FOE will analyze beyond the LED lights, the switching, and the sensors, to show the paybacks.

Bushnell asked Wallenkamp if his firm does a lifecycle cost analysis, or alternative energy versus the grid. He gave the example of we may be able to afford to buy it, but can we afford the cost to own it. He stated some of these have a payback period, where it pays itself off, and the grid never has a payback period. He is wondering over a certain period of time, how does that compare? Wallenkamp stated specifically related to the solar panels, they will show a payback analysis; however, this information will not come forward until after we get farther into design. McBain summarized that Wallenkamp will get us a cost benefit analysis in terms of energy efficiency, which then the Board can make a decision on long-term cost benefits, as far as if it is worth it or not to install these when the project is built. Wallenkamp explained that if we were to add the solar panels into this project now, we would have to raise the budget. He stated we could look at those, and look at the payback, but the Village would have to look at increasing the budget. Wallenkamp clarified he is referring to the cost to purchase and install those panels. Wallenkamp stated we could do this as an alternate and see what kind of rebates and grants may be out there to do it.

Guerndt stated they filled an entire bus barn in Keshena, at a cost of \$650,000, and explained how that process worked. Wallenkamp stated for our project, to maximize the roof, this building can't even use the amount of power when it is peak loaded. He said so we'd either have to sell back to the grid or get batteries, which add to the cost. Wallenkamp stated the last project he did had a 13-year payback, where most are 20+ years. Guerndt feels if you can't have payback in 3 – 5 years, most people will say no.

White pointed out to keep in mind whether going with solar or wind, that there are maintenance requirements on these too. He agrees it is a good idea, but we need to look at the maintenance costs (for example if glass breaks on a solar panel).

Guerndt questioned Wallenkamp what he has factored in for the shop HVAC and office HVAC. Guerndt stated (through his heating and plumbing business, PGA), they have been having a lot of luck with cost analysis on the VRF (Variable Refrigerant Flow). They have been doing this for about 6 years or so now. Wallenkamp stated he does not know the names by their specific type. Guerndt stated they installed this for Wausau Supply and just updated their system for their new offices. He discussed how VRF worked to Wallenkamp and

listed some of the other businesses he has installed these in and how his business designed some of the plans. Wallenkamp stated he can check with his designer, and how FOE will run different types of systems in their cost analysis. Guerndt thinks it was only a 3.5 – 4 year payback on the Wausau Supply facility.

Gau stated it would behoove the Village to work with the County for when the widening of Camp Phillips Road is going to occur. Wodalski stated they have talked to the County, though this site plan was before that. They then paused all the site plan revisions until we got done with this committee, as far as the design aspects, so that we were not doing this multiple times. Wodalski confirmed it is planned to accommodate the County's future right-of-way.

5. Discussion of Progress on Public Communications

a) Discuss list of FAQ's

Bushnell stated that he put together his own FAQ with questions about what's in design, and what this building will accomplish, with conservation and energy efficiency. He suggested a bullet list on what's in design now and what's possible.

McBain suggested to have a small side group to work with staff to fine-tune the FAQ's, including the answers. McBain stated this can consist of himself and Bushnell, who can work with staff to get this for the next meeting. McBain feels we need to have these questions and answers by the 2nd newsletter. McBain feels this could be a living document that can be updated from time to time.

b) Public Information Strategy – Use Tax Bill or Not

McBain brought up the draft introductory letter. The question is whether we want sent out with tax bill or sending it out separately on its own? Last meeting the consensus was a slight majority not to include in the tax bill.

Barb Ermeling is not in favor of including in tax bill. She stated everyone she has talked to so far has had the same response, saying it would be upsetting to include this in there.

Maloney confirmed this is what we are proposing to send out to the community? He feels the word "new" in the first sentence should say "replace". He said "new" sounds like it has dollar signs. He feels we should put in tax bill. Gau and McBain agree with the wording on first sentence.

Bender feels this should go out before the tax bill goes out. It was stated the tax bills usually go out the middle of December.

Nelson stated he agrees it should be separate, but questioned the timeline on this, and if this will be ready after Thanksgiving week. Nelson stated he received feedback from one person, who may feel we spend more money to do a separate mailer.

McBain confirmed this will be a separate tri-fold mailer, that will go out in a few weeks or so.

Barb Ermeling questioned who will be receiving this? Maloney stated the taxpayer will receive it.

Bushnell commented on how he lives in an apartment building, and he does not get a tax bill. He commented on how there are 46 apartments in his building, and feels some of those would understand that property taxes get paid through their rent. He feels tenants should receive this.

Bryan Ermeling feels the people impacted by this project are those who get tax bills, and disagrees with sending out to renters. Bushnell stated if there is any business who is not returning a cost into their price, then they are not in business. Nelson stated the Village is here to serve all residents, not just the ones who pay taxes.

Donner discussed how when we send out our annual water quality report, how it has to go out to every postal patron. He stated staff can figure that out (to include all property owners and residents). Crowe stated we could create a mailing list based on zoning, for example multi-family properties. McBain stated to include mobile home park residents too. Bushnell stated to use the mailing list from the Newsletter.

c) Project Introduction Page

Wodalski stated he had a few edits and can share with everyone.

Maloney commented on how we could look at making the logo bigger. Parker suggested perhaps the logo be a watermark in the background.

Donner stated there could be more final editing to get this down to one page.

White suggested in Word you can tell it to fit the document to one page, or this could be printed on legal size paper.

McBain stated that once we get this refined to one page, this will get sent out. He commented there probably will not be any other discussion on this before it goes out.

Maloney questioned when we are going to address the project cost with the public, as far as what it will cost them? McBain stated that will come afterwards. He stated this is just the opening document, and the newsletter will include the project costs, as it will apply to owners, along with FAQ's.

6. Discuss Continued Need for Committee Following Project Review Phase

McBain commented this section is to discuss what is the future role of this committee and how long it will exist. He brought up the project timeline, as proposed by Kueny Architects. He stated that the Board still has to make a final vote on project going forward. White stated it would happen after Plan Commission, and Maloney stated would be the 3rd Monday in December, and before this goes out to bid.

White suggested that members of this committee, other than those on the Plan Commission should attend the Plan Commission meeting. Maloney confirmed this goes before Plan Commission and not staff approval. Guerndt questioned if we are waiting for a site plan to be completed, how do we get this to Plan Commission. Wodalski stated after tonight's meeting we can move forward with the plans.

Guerndt questioned the right-of-way along Camp Phillips Road. Barbara Ermeling stated when we work with the County to make sure they keep that median strip open for road access, so that people can turn in and out both ways (not limited to right-in, right-out). She suggested we get an agreement with the County for that opening. Wodalski stated we are planning for the needed right-of-way now, just are not giving it to them yet. Gau agreed we should enter in an agreement with the County now.

Bushnell questioned if there are any zoning issues with the site. Higgins stated the zoning was taken care of in July.

Guerndt questioned Wallenkamp if the proposed dates are doable. Wallenkamp stated this is their quickest path that they are trying to push and get. He stated they want to get this before Plan Commission at their soonest date; however, they are waiting for some final information from his engineers now. He stated with

FOE, if they agree to switch things, that is where the timeline becomes an issue. He stated his mechanical engineer is 50% done with his plans, and if this group decides we are switching the type of system, that will set them back.

Guerndt questioned if his mechanical engineer is 50% done, do we even know what type of system they are looking at? Wallenkamp stated he does not know this off hand. Maloney asked Wallenkamp to forward that information to Donner, who can forward to the Committee.

Guerndt feels these are pretty tight dates for the Committee to work with and for Wallenkamp to come up with budgets and cost analysis on payback for a 1st ad for bid on January 7th. Guerndt feels this schedule is pretty aggressive. Wallenkamp stated this is going off the (understanding) Board wanting this advertised for bid by mid-January.

McBain clarified that Wallenkamp is stating that he can meet the bid ad dates, and that is with including Guerndt's concept of a VRF system? Guerndt stated we would need to have the building design, including mechanicals, completely done in order to put this out for bid in January. Wallenkamp explained to Guerndt that prior to this committee being formed, they were already drawing and his mechanical engineer was at 50% done, and then they halted when this committee was formed. Then after last week's meeting, and what he was instructed, he told his crew to get back going with design. He stated if they have to revamp the mechanical system, they will react and see what they can do. So, if they have to change things, it will make a difference in the dates.

Maloney left at 5:58 p.m.

Guerndt asked what Village staff has made decisions on, as far as the mechanical stuff? Donner stated this is not up to Village staff, that this is something the engineer is doing. Gau commented that what Guerndt is saying is that he has some expertise in this, and we should get the mechanical information to him right away so he can look at it. Guerndt stated he was just questioning if staff has looked at it and given any input. Tatro stated the mechanical engineer knows what he is doing. Guerndt agreed, but questioned if that mechanical engineer knows what the Village needs. Tatro stated they have constructed these types of facilities in the past, and should know what we need, as far as a service garage with office building.

Wallenkamp stated he can have the mechanical engineer at the next meeting, who can give a high-level review on where he is at and what systems. Guerndt questioned if this is one company doing all the trades. Wallenkamp stated yes, they do all the disciplines (fire, plumbing, heating, air conditioning, etc.). Guerndt questioned if they are doing any on revit for clash detections. Wallenkamp stated everything is in 3-D and revit.

White confirmed that these plans will require review from the state. Wallenkamp stated their appointment with the State will be made before the bids are due, they will take care of all of that.

McBain questioned how we can incorporate the type of system Guerndt was talking about as an alternative for the plan, if that is a traditional system and now that we have learned that there is a possible more efficient system? Wallenkamp stated you typically would not take two different engineering systems and bid it. He stated all these systems have historical data that tells you how much they cost per square foot.

Gau asked if we could have the high-end square footages at next meeting. Wallenkamp stated his engineer can provide that.

Wodalski questioned if Wallenkamp would have exterior renderings for the next meeting. Wallenkamp stated that staff should have those already, but he can provide those again. Wodalski stated we'll need those for Plan Commission.

Barbara Ermeling stated there are some labels on the rooms that need to be revised. She gave the example of the future attorney room. She feels it should just be listed as future office. Some room labels need to be more generic. She also noted ones labeled – clerk lobby, fleet lounge, and fleet office/library. She feels those are red going to be flags. She thinks a label like “reception area”, would be okay. Ermeling stated she had e-mailed Donner with these suggestions.

McBain stated with regard to this the committee, it was anticipated that we would meet on December 9th, if necessary, and that possibly being the last meeting. He feels we are not going to be wrapped up that quickly and asked the Committee for their consensus on whether to keep going with the committee until they feel their role is done, which will not come until after the Board has accepted the plan and has accepted this committee's recommendation and moving forward. Board has to approve the project, and committing to the cost to the tax base. He stated we have to get through that process with the Board before this committee can be done. Their role is to help the Board get through this process. Part of the role is to buffer the Board from the natural feedback/fallout from residents who learn about this project and decide they don't like it. His goal is that those residents will call members of this committee. He feels it will help if we then explain to those residents how we are a Citizen Committee who supports this project and to be able to answer their questions. To help the Board get through the political process. He commented how we need to sell to the residents the need for the new building. He feels this (existing building) is one of the worst buildings as far as public access, and how this building has been added on to, things have moved and changed. He stated when this building was originally built 75 years ago, we were probably just a 5,000 person community, and how this new building should reflect the future, and the fact that we are the most growing community in the County.

White commented, as elected officials, every decision the Board makes will upset someone. He, as an elected official, needs to plan for this community and the future, and the growth. If we don't plan for growth, we are going to stagnate. He stated he is willing to risk not getting reelected. He feels we are all in this together. McBain agreed that the goal should be to move the Village forward with good planning and growth potential.

Guerndt stated there are some people on this committee who may not have the buy-in on this project, and stated it is going to be hard to then sell this to the community. Guerndt stated he had discussions with Jordan about this and how Jordan's company, Wausau Supply, is almost 1-million square foot. He stated how our 100,000 square foot building will be at \$18 million, and how Jordan's building was only \$14 - \$16-Million. Guerndt stated this makes it hard for Jordan and himself to sell this to a business owner, when he can't even put his own trucks and equipment into his building. He feels there are committee members here who feel the same way as him, but just are not voicing their opinions.

Guerndt understands that staff needs a new facility, but he questions if it needs to be at that cost. Tatro explained that this facility will be masonry pre-cast, versus steel buildings, and will serve the Village many more years, and the maintenance should be less in the long run. Tatro feels the longevity of this building will be 2 – 3 times that of Guerndt's. Guerndt stated that he, and everyone else who does not work for the Village, has to have that understanding why we are paying 10 times more. He stated he is just trying to justify the cost. He stated that Jordan agrees with him, that it is a lot of money, especially when not getting input from taxpayers. Guerndt stated he has a hard time just telling taxpayers this is what we are doing, and without their input. He understands that the Village is not required to take this to referendum, but questions if how we are doing it is the right thing to do.

Donner asked what is the benefit of putting this out to referendum and it does not pass? Then what do we do, as we still need a new facility? Donner stated this facility is outdated. Donner pointed out Guerndt is trying to compare a steel building to a masonry one. Guerndt stated Jordan's building has a 2-story office, with twice the square footage. Donner stated this is where we need to have the FAQ's to address this.

Meinel stated he is concerned too about the cost. He feels we are trying to squeeze this in, and stated how he is not sure what COVID has done for the price of the steel or concrete. He feels Jordan may be able to answer that. He stated how currently the cost of a 2-4 is very expensive right now. Guerndt stated the statistics are showing those prices will come back down in December or January. Meinel commented on how he is new being on the Board, and he feels that today, we are reacting on the work done over the past 3 years, and we are tweaking which office goes where, and are we going to save any money not having this gigantic lunch room. He stated if asked, right now he would not be able to explain why we need that large lunch room, and why we can't just utilize the Board Room for training. He feels we are going about this backwards and he is not comfortable with this.

Bender commented we have two types of entities, we have an office building and we have a repair shop/storage facility. He feels one is more cost per square foot than the other one. He feels if we can get a cost of the one versus the other and have some kind of a comparison to an average facility of that size. He stated how one part will be large square footage with walls, which should not be that hard to figure out. However, there are a lot of things going into that, that are not in a typical storage facility, how we are using it to try to maintain better quality of the equipment and maintaining it, and how we are looking at heat, where a lot of garages are not heated. The biggest thing is what is our office section costing us versus this other section. This would get us a better idea of if we are spending more in that area than we should be, or if we are at where we need to be.

Guerndt commented to Bryan Ermeling, if he can add on to his bank so his employees can pull their vehicles in. He agrees that anyone would love the opportunity to have their vehicle in a heated shop, and their vehicle being already heated when going out to plow. He stated he can't pay the extra million dollars to do this, nor can he pay the extra \$20,000 for all the heat. He stated there are a lot of people in our community who can't afford a facility like this, and have the luxury, who will be calling the committee members angry. Guerndt stated we have to feel we are on board for when talking to the public.

Meinel stated he has the same concerns, as to if we really need all of this. He commented do we sell or trade our trucks every 5-7 years, do we really need all that warehouse space. Guerndt stated how, when talking with Jordan and Maloney how with all of their trucks, they don't have repair staff, how they outsource all of that. Guerndt feels a lot of our community is going to ask why don't we utilize the local resources in our community for these things. Meinel is concerned some this was not discussed previously. He stated when he came on Board Donner gave him all the packets, which he read, and he still does not have a comfortable level of understanding of why we have to have this built this way to do all of this, and did that give a fair consideration?

Ziegler commented on how he questions how we are going to explain this to the taxpayers. He stated people agree we need a new building, but do we need a \$2 million garage. He has only attended a few of these meetings, and now when seeing these designs, we are really going to have to explain what we are getting and how it will last. He wants to know that we have vetted everything. He stated he was up north this past week and did not see one garage with equipment parked indoors (in other communities). He stated when talking to people up north, how they stated they just sell their equipment every 6 years or so, and they don't worry if the vehicle is sitting outside in a yard. He stated with it parked outside it is just as easy to get at it, as when it is inside a garage. He questions if we can take this \$15 million building and make it a \$10 or \$8 million building. He said we better be prepared to tell the taxpayers what their extra \$500 per year will be paying for, what they will get out of it, and when those taxpayers realize that this will not do anything to the value of their home (not adding value to them).

McBain commented how when the average resident sees \$15 million, what do they get for that \$15 million, and how do we explain that and what is coming in the future, how fast we are growing, what is the debt now going to do to the debt in the future, how much will be paid off, which levels the debt because of good financial decisions now. McBain stated he does not know how we got to \$15 million, but he does know at some point in time the Village Board has said yes, we are moving forward with this project. He stated then that at some

point, someone stated we needed to get input from a citizen's committee. He stated that we definitely need to become more familiar with the details, especially related to the financials, because we will have some explaining to do. He feels this committee is capable of explaining this, and ultimately, the cost will be decided by the bid that comes in. If we can get the right bid timing, it may not be \$15 million. When you factor in the declining debt, and the increase growth in the Village, and the future years where we will spread the valuation across more property, which means the tax impact will be lower. He feels when you factor in all of those things, it is not quite as dramatic. He pointed how when people see the \$15 million, they will respond emotionally, not factually. Guerndt stated he feels it is the conception that people are going to ask why can they build a fancier building than what they can afford?

Gau stated comparing commercial buildings and municipal buildings, there is a difference in cost. He stated if you want to reduce the cost of the municipal building, you need to decide if you want cold storage or warm storage. He commented about time management, if you need to go out to get plows on, etc. He stated as far as administration offices, those are really hard to plan for. How far out do you plan? He has seen cases where it seemed to costly, so they cut the second floor out, but then later on have to decide where to expand. It has been explained how it is much cheaper to put the second floor on now, and how it is hard to sell. He feels staff has thought this out thoroughly. He stated the discussion on the fuel station and how that should be an alternate. He stated we may find that there are things that can go in cold storage, but then need to decide where to locate that cold storage. He said it is best to have all on one site, which we have that opportunity here. He is not sure how much of this design was driven by staff or the Board. He understands how the design is set up so that the trucks and plows are ready to go out the door.

Gau stated in his experience of putting facilities together, and recognizing that time is money, the more time that needs to be spent getting equipment together in order to go out, the more money is wasted. Gau stated we need to know what is designed, why it is designed, and what the staff wanted, so that we can repeat what they went through. He stated if we and the elected officials are positive and understand the costs, then you have better way of explaining it to your neighbors. He stated if members here or elected officials don't believe in this, then they can actually be hurting the citizens of the community. Gau stated to the members, if they are in this room now and still have problems with the size and cost of this, you need to start saying something now, because you are going to be out in the street saying something negative about this facility.

Gau stated to McBain that he feels this committee should stay involved after the bid opening, and should be involved in the alternate bids.

Guerndt questioned if the furnishings are included in this budget. Wallenkamp stated it is a line item. Wallenkamp explained the building costs and project costs are two big different pieces. The members all asked for a copy of the cost sheet. Wallenkamp stated the actual building costs are estimated at \$10 - \$11 Million, though could come in at only \$8 million. Their job is to design a most cost-effective building. He stated they treat these buildings as if they were their own, and how they are fighting for the citizens too. Their job is to make sure they are not overdesigning the building.

White feels if this document is going to be presented, we should include what we paid for the land. Wodalski pointed out the land cost is in this document. He stated this estimate is about a year old, so there may be some updates to do yet.

Wallenkamp stated the next meeting he will go through the mechanical design. He will bring his engineer in. He stated their goal is to build a building that meets our needs, that will be cost effective, and hold up long term. The out-buildings are included in this document.

7. Agenda for Next Meeting.

McBain stated the next meeting will be next Tuesday at 4:30 p.m. Meinel stated he may be gone.

McBain stated we will have the financials all broken down. White suggested to bring back the first shot at the newsletter. Bender stated to bring back the FAQ's. McBain and Bushnell will work with Donner to start drafting those. White suggested to Donner and Wodalski to include the growth for the last 3 years, and how this year alone we have \$30 million in assessed value growth. Bender stated if you take \$30 million and turn around and do a calculation that says of that debt, this \$30 million will pick up "x" amount that will reduce your taxes by "x" amount. He stated to explain how if we continue to grow how it will affect your tax dollars down the road.

[Clerk's note, it was discussed that at the next meeting the high-end square footages will be included]

Guerndt questioned Wallenkamp if he has any cost comparisons or studies that he has worked with as far as maintenance? Guerndt that is a huge portion of this building is the maintenance, with the cranes and lifts, etc. He asked if there have been any costs analysis with any counties or municipalities. Wallenkamp stated he can share historical data they have collected on utility costs going down and maintenance pieces and savings. Guerndt clarified that he is referring to any comparisons of labor studies versus outsourcing. Guerndt stated that rather than have a million dollars in a building and equipment, to outsource or give to one of our local businesses. Wallenkamp stated that some of his clients have looked at outsourcing, and most outsourcing that he has seen was with paint and body work, and/or squad cars and cruisers where they will outsource the oil change maintenance and tires. He pointed out that he has seen some others where they turned their shop into an enterprise shop, where they worked with other smaller communities to do their repairs, this could be insourcing for a revenue.

McBain stated when at the County, they considered this too. However, a County of this size, it is not advantageous to contract out major repairs because of size. He stated they could, instead contract out with the County for contract sharing for things like salt/sand.

Guerndt questioned how many pieces of equipment do we have and how many mechanics do we have?

Gau questioned how much work is farmed out. Wodalski stated we do 80% inhouse and about 20% gets outsourced. Wodalski commented if the guys are out working and a hydraulic hose breaks, our mechanics can quickly fix that. White pointed out he didn't think there were many people around here who can work on the leaf vac (as an example).

White stated with outsourcing, you get in line with everyone else for your repairs. Guerndt stated how his business works with Auto Select for all their repairs, and if he has a breakdown, Auto Select with turn around and work directly on his stuff.

Gau stated if a decision is made to instead go to a vendor, then you negotiate with the vendor that you are the priority, and then we can reduce the size of our building. Guerndt stated you can reduce the labor rate as well.

Gau commented to Donner that he reviewed the bonding package that was sent out last week, he noticed our tax roll will get hit harder on a particular year with tax. Bender stated the purpose of the higher rates up front and through 2024, was then that we would be able to lower our bond amount outstanding, and allows us to go out and borrow for additional money for streets, etc., in future years. We have to look at the overall package.

8. Next Meeting Date:

- a) Tuesday, November 24, 2020 @ 4:30 p.m.
- b) Wednesday, December 2, 2020 @ 4:30 p.m.
- c) Wednesday, December 9, 2020 @ 4:30 p.m.

9. Remarks from Meeting Participants

None.

PUBLIC COMMENTS

None.

ADJOURN

Motion by Bushnell, second by Gau to adjourn at 6:55 p.m.

Mark Maloney, Village President
Keith Donner, Village Administrator
Valerie Parker, Recording Secretary