

AGING / ADRC KITCHEN FACILITY COMMITTEE
Monday, December 4, 2023 – 1:30 p.m.
Government Center – Room 2151
335 East Monroe Avenue – Barron, Wisconsin 54812

AGENDA

1. Call to Order
2. Public Meeting Notification
3. Special Matters and Announcements
4. Approve Agenda
5. Approve Minutes of 11-28-23
6. Public Comment
7. Project Update
 - a. Scope & Scope Changes
 - b. Timeline
 - c. Project Concerns & Questions
8. Approval of Change Orders
9. Approve Pay Applications
10. Project Financials & Cash Flow
11. Project Walk-Through
12. Future Agenda Items
13. Set Next Meeting Date
14. Adjourn

cc: P. Anderson, B. Anderson, Buchanan, Turcott, Okey, Fall, Banks, French, Busch, Muench webmaster & 3 public postings

Any person who has a qualifying disability under the Americans with Disabilities Act and requires the meeting or materials at the meeting to be in an accessible format must contact the County Clerk's office at 715-537-6200 at least 24 hours prior to the meeting so that arrangements can be made to accommodate your request.

Draft

Minutes

Aging/ADRC Kitchen Facility Committee
Tuesday November 28th, 8.30am
Barron County Government Center, RM 2151
335 East Monroe Avenue, Barron, WI 54812

Jsf

Minutes taken by CA French

County Board Supervisors in-person, P. Fall, L. Okey, B. Anderson,
S. Buchanan, J. Banks, P. Anderson

Virtual Attendance: None

County Staff in attendance: French, Olson, Smith, Busch

Others in attendance: Bill Halgren - Via Google Meets

#1. Call To Order: Chair Buchanan called the meeting to order at 8.30am

#2. Public Meeting Notification: CA French provide the Public Meeting Notification document as prepared by Executive Assistant Coleman

#3. Special Matters and Announcements:

CA French mentioned to the Committee members the need to meet with Clerk Hodek regarding nomination papers, or non-filing of candidacy papers.

#4. Approve Agenda:

Motion Louie/B. Anderson, Carried

#5. Approve Minutes,

B. Anderson/Banks, carried

#6. Public Comment

None

#7. Project Update: Provided by B. Halgren and Steve Olson

- a. *Scope and Scope Changes:* Cook Hood is in.
Ceiling grids will be installed soon
Floor leveling goes in next week. 12-11 to 12-18 cure time for floor
Rough-in work on project is basically completed
Progress on project, overall is going well.
Roof is complete, access doors to be installed

Exhaust fan to be installed soon
Isolators - engineers are pushing contractors to secure delivery
No issues with the heat

- b. *Timeline:* On Schedule for Feb., 1, 2024 opening date
Anticipated that equipment will arrive Jan. 2nd, uncertain if this will be one or two truck Loads
- c. *Project Concerns and Questions:* None identified at this time.

#8. Approval of Change Orders:

No pricing as of today for the following, possible, change orders
CB8 - Electrical, replaced panel

- A. Piping, prices still unknown at this time
- B. Change order coming - UPS, on one power circuit to be run
- C. Fan on roof

#9. Approve Pay Applications:

No questions - no activity since last meeting. One invoice received from Prism Architects which will be paid.

#10. Project Financials and Cash Flows:

Committee reviewed and discussed - no formal action taken

#11 Project Walk-Through

Postponed due to the number of trades on-site and working

#12. Future Agenda Items:

Change Orders
Walk through of project area
(Recommended that C/B on 12-18 complete walk-through of project area, Olson and Hallgren to coordinate)

#13. Set Next Meeting Date:

12-4-2023 1.30pm

#14. Adjourn:

Motion B. Anderson/P. Fall, carried, adjourned, 8.55am

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