

AGING / ADRC KITCHEN FACILITY COMMITTEE
Wednesday, January 24, 2024 – 1:00 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 1-5-24 and 1-8-24
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.

Minutes

Aging/ADRC Kitchen Facility Committee
Friday, January 5, 2024 - 10:00 a.m.
Barron County Government Center - Room 2151
335 East Monroe Avenue, Barron WI 54812

Present in Person: Louie Okey, Stan Buchanan, John Banks, Patti Anderson, Craig Turcott, Pall Fall

Virtual Attendance: None

County Staff in Attendance: Jeff French, Steve Olson, Darby Smith, Wendy Coleman

Others in Attendance: Bill Halgren

Chair Buchanan called the Aging / ADRC Kitchen Facility Committee meeting to order at 10:00 a.m.

Public meeting notification was provided by French confirming compliance with open meeting requirements.

There were no special matters or announcements.

Motion: (Banks / Okey) to approve the agenda. Carried

Motion: (P. Anderson / Turcott) to approve the minutes of 12-27-23. Carried

Public Comment: None

Project Update: Halgren stated that kitchen equipment was delayed but should arrive at noon today. Project completion is still anticipated for January 31st. There will be a contractor meeting on Monday, January 8th which will provide a better outlook on the timeline. Maintenance staff have been helping where needed to help stay on schedule. Staff are working on how the change over from the Cameron kitchen will be handled.

Approval of Change Orders: Halgren is waiting on change order numbers to come in from Dell. Consensus to do the walk through of the project area while waiting for the change order information to arrive.

Boelter change order from November was discussed. Halgren will review and present for approval at the next meeting.

Approve Pay Applications: Boelter has submitted a pay request in the amount \$91,471.79 which will be submitted for payment.

Project Financials and Cash Flows: No changes from last meeting.

Project Walk-Through: Those presented walked to the project area from 10:11 a.m. to 10:24 a.m.

Sue from Dell Construction phoned in and due to computer issues will not have the change order information available for the meeting today. Discussion. Consensus to meet again on Monday, January 8 at 11:30 a.m.

Future Agenda Items: Same as previous

Set Next Meeting Date: January 8 at 11:30 a.m.

The Committee adjourned by unanimous consent at 10:34 a.m.

Minutes submitted by:

Wendy Coleman, Executive Assistant

Minutes are not official until approved by the Aging/ADRC Kitchen Facility Committee at their next meeting.

DRAFT

Minutes

Aging/ADRC Kitchen Facility Committee
Monday January 8th, 2024 11:30 am
Barron County Government Center - Room 2151
335 East Monroe Avenue, Barron WI 54812

Present in Person: Louie Okey, Stan Buchanan, John Banks, Patti Anderson, Craig Turcott, Pall Fall, Bob Anderson

Virtual Attendance: None

County Staff in Attendance: Jeff French, Steve Olson, Darby Smith, Jen Jako

Others in Attendance: Bill Halgren

Call to Order Chair Buchanan called the Aging / ADRC Kitchen Facility Committee meeting to order at 11:30 a.m.

Public meeting notification was provided by French confirming compliance with open meeting requirements.

Special Matters and Announcements: None

Approve Agenda: Motion Banks/Okey, carried.

Approve Minutes: Minutes from the 1-5-24 meeting were not available.

Public Comment: None

Project Update: 7/8ths of the kitchen equipment has arrived. More to arrive today. Concerned with scheduling to start the range hood on the week of the 22nd, some equipment is not here. Factory startup on equipment next week. Good news, electricians and plumbers, on-site today and tomorrow and available to be on-site as needed. Discussed options to stay in current location, if this project is delayed, no concerns at this time.

Approval of Change Orders:

CB-23R - Cabinet unit heater - \$ 6,636.00

CB-24 - Basement toilet exhaust fan \$ 5,432.00

CB-25 - Electric circuit for Comp. rack from UPS \$ 1,161.00

CB-26 - Extra plumbing and water pipe insulation, in basement, \$ 1,160.00

Cooler walk-ins-fuses-no cost

DRAFT

Items that came up this morning.

Two more #11 oven circuits

Bigger wire for #7 cook/hood, these both \$ 3,989.00

CB23R Motion Okey to approve, second B. Anderson, \$ 7,118.50, carried.

CB-24, Hold

CB-25, Motion Fall, to approve, second P Anderson, \$1,161.00, carried.

CB-26, Motion Turcott, to approve, second Banks, \$1,160.00, carried.

Motion B. Anderson to approve the \$3,989.00 plus markup, second, P. Anderson, (two items that came up this morning), carried.

Referred to as CB-27

Approve Pay Applications:

Bill received a pay request, needs to be reviewed and approved.

Project Financials and Cash Flows:

No changes since last meeting

Project Walk-Through:

None

Future Agenda Items: Same as previous

Set Next Meeting Date:

1-24-24 at 1pm

The Committee adjourned by unanimous consent at 12.04

Minutes submitted by:

Jeff French, County Administrator

Minutes are not official until approved by the Aging/ADRC Kitchen Facility Committee at their next meeting.

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