

MENOMINEE COUNTY BUILDINGS & GROUNDS COMMITTEE

Minutes of Meeting

April 24, 2024

****APPROVED****

The Menominee County Buildings & Grounds Committee met on April 24, 2024 at 9:00 AM at the Menominee County Courthouse in Menominee, Michigan.

I. Call to Order

The meeting was called to order by Commissioner Schei at 9:00 AM.

II. Pledge of Allegiance

The Pledge of Allegiance was recited by those in attendance.

III. Roll Call

Present: Commissioner Schei, Commissioner Johnson, Administrator Carviou,

Jim Mekash, & Todd Rye

Excused: Tom Philipps

IV. Approval of the Agenda

Motion made by Commissioner Johnson, seconded by Administrator Carviou to approve the agenda. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

V. Approval of Previous Minutes (March 1, 2018)

Motion made by Commissioner Johnson, seconded by Rye to approve the previous meeting minutes from March 8, 2023. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

VI. Public Comment

- None

VII. Business

A. Courthouse Annex – Roof Replacement Quotes

Two proposals were received in response to the Request for Proposals for the Courthouse Annex Roof Replacement Project: Independent Roofing & Siding Company - \$46,600 & The JAMAR Company - \$106,800. Mekash stated that the County has used Independent Roofing

& Siding Company before – they are the company that did the new roof on the courthouse tower. Administrator Carviou stated Independent Roofing & Siding Company also replaced the flat roof on the community hangar at the Menominee Regional Airport a couple of years ago.

Motion made by Commissioner Johnson, seconded by Commissioner Schei to recommend the proposal from Independent Roofing & Siding Company in the amount of \$46,600 for replacing the roof on the Menominee County Courthouse Annex Building to the County Board for approval. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

B. Menominee County Annex – Siding Replacement Project

Mekash discussed the project to replace the siding and doors at the Menominee County Annex. He is recommending a LP Smart Siding (pre-painted with Sherwin Williams exterior paint) as this siding is more durable than the traditional vinyl siding currently on the building. The original idea of a rock façade would be very expensive. The LP Smart Siding would be approximately \$6,000. The Committee looked at the different color options available and decided on dark blue color. He also received two quotes to replace entryway door: S&S Glass - \$4,350 & Tri-City Glass - \$7,825. It was mentioned that S&S Glass was having supply issues. The Committee said they preferred to go with the cheap quote if S&S Glass can provide a reasonable timeline to complete the project; otherwise, to go ahead with the more expensive quote from Tri-City Glass.

It was noted that money was already in the budget for this project. However, the Committee thought it would be best to recommend it to the County Board for approval – just to provide an update on the project (siding choice & color) and to provide an updated estimate on the project budget. The Committee projected a project budget of \$15,000.

Motion made by Commissioner Johnson, seconded by Commissioner Schei to recommend moving forward with a project to replace the siding and door at the Menominee County Annex with a total project budget of \$15,000 to the County Board for approval. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

C. Maintenance & Storage Building

The Committee discussed the project to build a Maintenance & Storage Building at the Menominee County Courthouse Complex. The consensus was that the building and storage space was still necessary and, that from a practical use perspective, it should be located at the Menominee County Courthouse Complex.

Mekash distributed a design concept he had put together at Menards as an example of the building being proposed. The Committee discussed various details regarding the concept. The Committee decided to move forward with publishing a design to build RFP using the drawing concept as the basis for the specifications for the RFP but stating that the contractors could substitute materials and design based on their own recommendations and expertise – this was at least a starting point. The Committee suggested the RFP should be published by June in order to get on the schedule for construction in 2025.

Administrator Carviou will work on publishing the RFP. He mentioned he will publish in the Menominee County Journal, Green Bay Press Gazette, Appleton Post Crescent, and the papers in Escanaba and Iron Mountain – it is best to get really good coverage for a project of this size and hopefully get a few proposals back.

Rye mentioned there was a City of Menominee Planning Commission meeting scheduled for May 9, 2024. He would bring this project up at that meeting to see if there were any initial concerns from the City.

VIII. Public Comment

None

IX. Commissioner Comment

None

X. Adjournment

Motion made by Commissioner Johnson, seconded by Rye to adjourn. Vote taken.

MOTION CARRIED UNANIMOUSLY.

Meeting Adjourned