

Menominee County Buildings & Grounds Committee
Minutes of Meeting
May 30, 2017

*****Approved 3.1.2018*****

The Buildings & Grounds Committee met on May 30, 2017 at 2:30 PM at the Administration Conference Room, Menominee, MI

Others present at the meeting were Tim McKee

Call Meeting to order: Commissioner Larry called the meeting to order at 2:32 PM.

Pledge of Allegiance: The Pledge of Allegiance was recited.

Roll Call: Roll call was taken; Jim Mekash, Larry Schei, Bill Cech, Tom Philipps, Dan Menacher.

Approval of Agenda

Approval of Previous Meeting minutes: motion by Tom Phillipps to approve previous minutes from April 18, 2017, supported by Bill Cech, motion carried 5/0.

Public Comment: None

Business:

- a. **Utility meter status-: Jim-** Did take of the water meters, down from 2 meters down to a single meter, with that the Menominee Water Department came and did the disconnect of that meter after the pipeline change, they charged \$25 and now that part is completed. Ron from Twin City looked at the electric meter and on the outside of the building if we were to leave everything as is, would be grandfathered in which is fine, it is just that the natural gas meter and the electric meter and the air conditioner (condenser) are in too close proximity by the current code. If we were to eliminate one of the electric meters we would have to get a whole new service (underground wiring and relocated to a different location. Did not get a follow up cost analysis for all of that, but would imagine it would be \$1000 - \$2000 to do this portion. Looking at a 5 year pay-back on cost savings of how much the monthly rate of the electric meter which approximately \$25 per month per meter. Natural gas meters are on a more variable rate, for the last couple of months the bill has been \$16 per meter. To put both gas meters into one, a plumber would have to come in and pipe in from the south end of basement, under floor, and into the north area. Looking at a fair amount of labor expense. The reason for going outside is that the natural gas pipes should not be running under the service doors for safety reasons. Again, this perhaps would be a 5 year pay-back before break even point. Question is, do we proceed with the utility meters being changed to one meter each and incur the cost at this point or stay as we are until we know what the total expenses are of the project and revisit it when we know what the expenses are. **Larry** Is it grandfathered if we don't do anything? **Jim** If we don't touch anything we are good to go. Cost of changes approximately \$3000-\$4000. Saving would be \$53 a month with those changes. **Larry** The reason this is being discussed is that Com. Phelps bought it up at a Board meeting that those meters should be changed. It's not something we were looking to do, we believed it to be grandfathered in. If we replace the boilers, they are natural gas and the water heaters are natural gas. Is there any re-piping that we would need to do if we were to do those right away and don't do the rest of it? **Jim** If we leave the outside as is, it will be grandfathered, all we would be doing

is re-piping, if any, to the boiler and to the new water heater that would be installed. I would like Dan's opinion as well, if this is right. **Dan** That is fine, so far." I think leave it". It's a nice idea to save the money, but that building honestly is in violation from when it was originally converted in so many ways. Shouldn't have been allowed to keep those two services when it was no longer two dwellings. Now that it is basically one building, it's probably best not to tinker with what is already there, leave well enough alone, on those items, there are other things that are a different story. **Bill** If nothing else we will be able to keep track of what the usage is in the different units. Let's not open up another can of worms. **Dan** questioned the budget, so a short summary of the last meeting ensued to bring him up to speed, as he had been unable to attend previous committee meeting. **Larry** So if the consensus is to let it remain as is, and grandfathered, that is our recommendation to the board then. Motion to leave meters (electric and natural gas meters) "as is" as per grandfather clause made by Bill Cech, Larry seconds, motion carries 5/0

- b. **IT status (cabling, equipment) Jim** The conduit for the IT cabling has been installed into the building, runs between jail and the building and the courthouse and the building. Met with Ron from Twin City and Deb from UES to work together on this. They are preparing a list of what will be necessary to go out on bid. Do it in 2 different bids, one for the fiber optic to be placed and another one for the equipment to be placed. On a holding pattern for those results, timeline is a ? **Bill** questioned who Ron was, Jim explained that he has done work is very knowledgeable and between him and Deb, will get information for them so that a decision can be reached. **Larry** This analysis will determine on what will need to be bid, if it is over \$5000 it needs to be bid. The boring was the first stage and had to be done right away while contractors were available. **Jim** Ron has been a very good "go to" person because he has the technical expertise.
- c. **ADA Compliance-Deck & Ramp proposal Jim** Dan Menacher as the City of Menominee inspector is working with us as far as getting the Occupancy Permit, so we have that in hand. Dan has indicated that anyone coming in makes a complaint that there is not handicapped access, we are obligated to provide that. Would need to provide a single ramp area that would encompass all 3 door areas. Would raise the door and windows up so that the ramp would be 17 inches off the ground that would go across the entire front of the building. Ramp on the far south end and have two sets of steps coming down in between the areas for ADA code (a 5 foot turn around space between the doors). Currently is showing a 6' space because by the time you put in handrails, it will be reduced down in size so 6x6 and a 4' ramp coming down to a flat level where concrete would be poured and then directly to the cyclone fence. **Larry** Jim's drawings are clear, the point that is a little tricky is that the square area in front of each room is actually the turning area for the ramp but then there is a step in between to go into the offices separately. Are the steps and ramp all in one? **Jim** Yes, This way anyone that is trying to come in the main door won't have to walk all the way to the south end. Didn't want the step at the wheelchair location because don't want it to accidentally fall off. Railing will be in all areas. This will also keep us 3' away from the public sideway which is code. **Larry** What about snow removal? We had talked about it being inside because of snow. **Dan** I don't think it is feasible to get it inside. **Larry** Putting a roof on would keep them dry, but then that is an extra expense. **Dan** Putting a roof on changes the city zoning requirements. I don't think you can put one there. Porches can encroach into the setbacks as long as they are not covered. If they are covered they are considered part of the building. Would have to check, the city is temporary for me. Want to do this project so that all 3 offices are accessible, so there are no complaints. Typically with ADA complaints on existing projects, 3 different levels, government, commercial and public. This level a complaint is made and if it goes to investigate, it usually results in corrections needing to be made. Law suits are more likely with new construction. The clientele that will come to these offices increases the likelihood of a wheelchair being used. **Larry** So that is the mandatory part, talk about the aesthetic value. **Dan** I thought we had talked about putting the ramp on the north end of the building, with the potential of putting parking in the back someday. **Jim** To try to keep the cost down, and with the traffic in

consideration, trying to keep traffic away from detectives area, it is better putting it on the south end. In future parking lot may go on the north end of the building. Retention pond would be necessary too, at that point a ramp could be easily added to the north end. It would cost an additional \$2000 dollars. **Bill** What about the ramp in the middle section, the interior ramp. We were going to move the door to the south, to accommodate the ramp. **Jim** It would never meet ADA requirements, we need a 17' length, so to be correct on VA section you should technically have a 5x5 turnaround before coming down the ramp, with the 17' starting there, with level platform at the bottom which is another 5'. The width of building would not accommodate. Would take the knee wall down and fill in with the ramp. There is a short header over the door in what was the garage, another short one over one of the windows and same thing over the other window. The header over the door would raise up 17" and that's all to do. Windows and doors along the front of the building will remain the same. **Bill** What's the cost of this? **Jim** Approximately \$7000-\$8000 for the ramp, there will need to be a bid. **Dan** How long is it? **Jim** The flat part is 60' long, the ramp is 21' to the sidewalk. So each of these are flat, would it be any easier to just have it all 5' wide? Rather than having jogs and turns. **Jim** It would be easier, was looking at cost effectiveness with the 4'. **Larry** So would the savings for the foot and a half be that much? **Dan** For the rail, 42" to the bottom of the hole is more than enough. You want concrete under it, not around it. **Larry** I know that this will not pass the board with these niches, there are two members that will shoot it down. A wheelchair ramp is almost always straight across and then railing straight, that's what they will look at. \$8000 isn't going to fly, will have to cut it in half and do it cheaper. Is there a better quality treated wood that lasts longer than a year. **Tom** There are all grades you can get, but still, it's wood. To stay within the budget, wood will have to be the thing. **Larry** Then stain/paint to match the exterior of the building. What color? **Tom** Get it treated what color you want and paint the building to compliment. **Bill** I thought we had discussed this completely a couple of meetings ago, with Lesperances' grandfathering it in, this ADA business, we thought we were good with that. **Dan** Lesperance has no authority to address this, ADA is a federal law. **Bill** Are we liable? **Dan** YES! This building is liable. Every building the county owns. If an office has a door knob that someone can't turn, you are susceptible. Any gov't entity with more than 50 employees is supposed to have an ADA coordinator. With no administrator there is no one in that position. **Larry** The county may hire someone in a wheelchair, we can't discriminate, they would have to get in and out of the buildings. **Dan** and it's not just wheelchairs, it's doorknobs, it's hearing impaired, all these things a coordinator would address. **Larry** Should we entertain that Jim redraw these plans to make it one ramp across the building. **Dan** That is a builders opinion, we should make it simpler. **Larry** Let's have Jim come back with a proposal for a straight ramp, we don't have to do this today for the ramp. Look at different material and discuss again. Jim is trying to stay within the \$35,000 budget, but that involves all these changes. **Jim** Dan indicated that the doors can swing in they don't have to be swing out. So, are we in agreement to having a ramp connecting all 3 doors. All agreeing that it should all be ADA, one ramp, straight shot.

- d. **Exterior paint color** With the changes with the windows and doors, many telephone lines that need to come down, a lot of painting will need doing. **Jim** recommends that the color be close to the color of the other buildings. Spray paint whole building, takes a day, and then do small repairs when needed. Latex, cream color. Motion by Tom to paint the building the same colors as other county buildings, second by Dan, motion carries 5/0. (the same color Jim has in his hand) **Larry** We need a building permit to put the windows in? **Jim** For window replacement we don't, the ramp would require one. For inside work we will need one, Dan has the plans. Cost may be less than for the ramp, for the permit. \$75.00 for a permit. Will take the signs down, (attorney at law). **Dan** are we putting up a sign? **Jim** in front of the building by each door there is already a plywood plaque for signage. How much do we want to advertise who is over there? VA office will

definitely need a sign. **Larry** If the other departments want a sign it can come out of their own budgets.

- e. **Recommendations to Board of Commissioners** **Larry** There were recommendations for the meters and for the paint, do we need any others? The ramp will wait till we know which way we are going.
- f. **Other discussion on issues/concerns** **Jim** Since the boilers are being replaced, and the water heaters, would propose that instead of the regular water heater to go with the tankless on demand heaters for each of the ends. Everyone agrees. **Larry** Are there any rebates with WPS? **Jim** Working with Focus on Demand, there will be rebates for lights, boiler, heaters, etc. **Bill** What about a mobile home water heater? **Jim** Those are generally electric 40 gallon, would rather go with tankless if possible. Energy efficient and will save money. **Larry** Anything else? **Bill**? **Bill** Not happy with hoops we have to jump through, thought we were passed this. **Dan** Been working for the county for 7 years, and employees have not had enough room, even though there may be some unforeseen problems, that building was a good acquisition. Whatever you put into the building is going to add to the value.

Public Comment none

Adjournment Tom makes a motion to adjourn, second by Dan. Motion carries 5/0.
Adjournment at 3:50 p.m.