

Special Town Board & Consultant Kick-Off Meeting of July 1, 2020

Meeting was held at the Town Hall in Sayner. Meeting was called to order at 11:00 am by Chairman Maines. Chairman Maines noted that this Special Meeting of the Town of Plum Lake Board of Supervisors was held at the Town Hall in Sayner on Wednesday, July 1, 2020. The meeting was duly called with notice posted at the Town Hall in Sayner, the Sayner Post Office, and the Star Lake Post Office, and notice given to the Vilas County News-Review, The Lakeland Times, WRJO and WERL. Supervisor Schmidt and Clerk Brooker were present and 9 other people.

Correspondence and Citizens Comments:

No citizen comments.

D & A with Blue Design Group and Multiple Consultants Concerning Town Building Projects:

Introductions:

Chairman Maines asked Steve from the Blue Design Group for introductions to his team. Consultants present were Steve Jamroz -Blue Design Group/ Architect; Jason-Plumbing Engineer; Curt Krupp- HVAC/Electrical; Joel- Civil Site Survey. Not present was Dave Camp -Civil Engineering/Structural. Building Committee members present were Dale Buss, Lauri Gerlach, Jeremy Arnold, and Tom Reed. Wally Geist, a reporter from the News Review, was also present.

Goals:

Steve laid out the plan of having the Design/Drawings finalized by August. Put Bids out in mid-August. In September, the Town makes the decision to move forward. Steve provided the Town with a Milestone Document which was formatted to help guide the Town through the process. Supervisor Schmidt wanted it verified that the Town is responsible for putting the Bids out on the Salt/Sand Shed. It was noted that there would be lights in the Salt/Sand Shed. Supervisor Schmidt volunteered to be the person which all the consultants could contact. He provided his email and phone number. Supervisor Schmidt asked for email and phone numbers of the person(s) who would be contacting him. Moving forward Steve said it was critical for the Town to get the Survey of the site done. Next step after that would be to get Soil Borings done. Layout needs to be done for the Town Garage and the Town will need to go through the design plans and convey to Blue Design Group any desired changes they wish to make to the plans. At that point Blue Design will make the adjustments requested and figure out any price adjustments due to the changes. The engineers will weigh in last with their thoughts during the design development period with any things they may need to move around. Early September will hopefully be able to get footings and foundations in the ground. Steve suggested full frost walls and footings and said once the steel buildings are ordered, it could take anywhere from 10 to 20 weeks for them to be delivered. Steve suggested the Town start the Town Garage Project first and when that was done, go ahead and tear down the old Town Garage and build the new Rec Building and when that is done, the old Rec Building can be torn down. The Sand/Salt Shed can pretty much be started any time.

Q & A's and Requests for Town Garage:

Steve wanted to know the weights of the vehicles that would be in the Town Garage as he needed the information in order to form a plan to avoid having to put in a sprinkler system. When he found out that there were two vehicles over 26,000 pounds, he said he would need to plan for a fire wall. Steve also recommended that the slab the building sits on should be 6 to 8 inches thick due to the weight of the vehicles. The aprons should be the same thickness. He also felt the Town could get by with just one toilet if the number of people in the Town Garage would be below 15.

Supervisor Schmidt requested that to have more room for tools, a stacked washer/dryer be moved to the utility room. Supervisor Schmidt is to get the name of the manufacturer of the washer/dryer he has in mind to the Blue Design Group.

Jason questioned if gutters or downspouts were wanted. Supervisor Schmidt said no and suggested that the eaves be at least a couple feet long and that the pitch of the roof should be a little bit higher than the Fire Departments. Location of septic and well were discussed and areas pinpointed on plans. Supervisor Schmidt stated that the 2 older buildings on the building site would eventually be taken down. Supervisor Schmidt said besides a gate, maybe some chain link fencing too as they would prefer not to have a lot of people coming and going. Other things discussed were drainage trenches in the bays, which would drain into a catch basin; talked about expectation for wash bay. The crew thought just a hose with hot and cold water was needed. Talked about coating the walls in Wash Bay to protect them from erosion from the salt coming off the trucks. Discussion on bathroom, would have regular toilet, wall hung sink, modular shower, and a cabinet. Breakroom sink will be 2 compartment. There will be outside water hookups. Eye Wash area will be adjacent to washer and dryer. There will be plenty of electrical hookups. Chairman Maines wanted to make sure there was an air compressor for the public to use. Suggested place to put it was on an outside wall of the new Rec Building.

Kurt said power needs to be brought to site. He suggested single phase 400-amp service. He suggested a generator to operate garage doors in case of power outage. It will run on natural gas. Will also run lights, well and heat. There will be safety lighting, interior will have LED lights, industrial lights in the back-space areas. There will be motion sensors. Egress lights with battery packs. Will wire for security cameras which will be put on the corners of the building. Town will need to purchase a service that will charge a monthly fee. Supervisor Schmidt wanted ability to have a computer on site. There will be keyless secure entries set up for both the Town Garage and Rec Building. Both entry doors of the Town Garage will have the keyless entry system. There will be about 3 receptacles with cord wheels. Overhead door controls were asked to be next to the doors. Board would like 2 door openers for each overhead door. There will be 3 outlets for the welder. There will need to be water proof receptacles in the Wash Bay zone. The Washer and Dryer will both be electric, there will be a Standard small refrigerator. There will be a Transformer on site. Generator placement and protection were discussed. There will be a conduit feed over to the Salt/Sand Shed from the Town Garage for power. The Board wants in floor heat and make up heaters. There will be a separate boiler in the utility room with a separate zone. Floor heat also in office with different thermostat. No air conditioning. Request for window where a window air conditioner unit could be installed.

Joel asked about how the traffic flow would be by the new Town Garage. Suggested putting a big boulder in an area to block off access. Supervisor Schmidt approved that idea. Joel asked about gravel vs blacktop for road. It will be gravel. Talked about putting 19 inches of gravel on road instead of 15 inches. Thoughts were it would not be necessary. Parking areas were discussed. Will have a handicap parking area. Joel asked if the Board wanted some signage on the Town Garage designated it as such. The answer was no. There will be a 3-inch breaker under the eaves to keep water from flowing towards building. There will be protective Bollards on each side of the overhead doors and in parking area so no one can hit the building. Discussed best place to put a gate.

Q & A's and Requests for Rec Building:

Steve talked about pushing the Rec Building on site back a little to create more area for parking and more space for contractors to work around the Rec Building. He did a table layout to determine number of toilets, chairs and table storing 2 tier rack caddies would be needed. Steve said there would be a divider curtain. He expanded the plan to 60 by 100 instead of 50 by 100 to make more room for the Pickle Ball Court. He asked about the Kitchen layout and the Committee said they wanted two pass throughs that would be convenient to the exit door leading to the Pavilion. It was decided that the bathrooms would have two doors, an outside entry and inside entry with a timed locking system that would secure the inside of the Rec Building. Locker spaces needs were talked about. Kitchen needed space for dry goods, food, kettles, coffee pots, etc. Fire Department also needed storage. Women's Club will need some storage too. Lockers will need locks on the doors. Committee and Board need to figure out if it should be Fobs or keys. Talk of reconfiguring the toilets and flipping the building plan. Steve said he would think about a different entrance. Steve said he would like to stay around 6,000 sq. ft. in a revised layout. Suggested putting pads around the columns for the Pickle Ball players. Steve said a grease trap will be needed and suggested where to put it to access it. Supervisor Schmidt let Steve know that a conduit would also be needed at the Town Garage site for the gas pumps. Steve talked about different flooring choices for the Rec Building which the Committee could choose from. He recommended polished concrete and ceramic tiles in the kitchen. Talked about swing down nets or caps in flooring to secure nets for sports. Will have revised plan ready for next meeting.

Jason explained about the grease trap. Board conveyed that they wanted a new septic and well for the new Rec Building. Discussion followed on best places to put septic and well. Supervisor Schmidt said they could only guess where the only septic was located. Jason will take the lead in organizing/finding a contractor to come in with camera gear to find out where old septic is. Specific equipment for Kitchen and Bath were discussed along with the needs of the Women's Club. Kevin Rasmussen still needs to be contacted about his needs in the Kitchen. It was decided that there should be all new equipment in the Kitchen, dishwasher, range, double door freezer and refrigerator. Stove will be gas. Will sell existing stove. Need an Ansul system. Talked about having 2 garbage receptacles. Commercially set up bathrooms were recommended with sensor operations on urinals, toilets, and sinks. Yes, to a drinking fountain. Worked on area for service sink placement. Blue Design will supply toilet paper dispensers.

Kurt & Joel: Need to keep occupancy under 500 in order to meet fire codes. Steve said he estimated 400. Talked about lighting needs. Will be LED lighting. It was mentioned that there were underground feeds to the Pavilion and grill station. Talked about retractable basketball hoops vs permanent. Supervisor Schmidt felt only one hoop was needed. Power in Kitchen was discussed. There will be plenty of receptacles. One per circuit. Lighting in main area will be LED's on dimmers. Will have closed circuit TV cameras inside and out. Committee and Board would like a generator and air conditioning for the Rec Building. Talked about type of thermostat for regulating heat. Parking lot will be asphalt. Signage will be a lit sign. Will work on Logo for the Town of Plum Lake Sign. Building will be called the Plum Lake Recreational Center. Suggested 27 parking stalls. Keep the parking under one acre. Bike racks will be near outdoor restrooms. Suggested that light poles have a concrete base. Parking, roads exits, and entrances were discussed for best pedestrian and traffic flow. Steve asked if there were any closing remarks. Soil borings were brought up. Next meeting date was set for Thursday, July 9th at 5 pm.

Meeting adjourned at 1:21 pm.

A voice recording of this meeting is available in the Clerk's office.

These minutes were taken at the Special Town Board & Consultant Kick-Off Meeting of the Town of Plum Lake held on the 1st day of July 2020 and were entered in this Record Book by: