**Building Committee Minutes**

August 12, 2008

Scott Coleman called the Building Committee Meeting to order at 3:09 pm on August 12, 2008.

Attendees: Bill Kelley, Steve Stolte, Jenny Snapp, Scott Coleman, Mike Bow, Don Walters

1. Reason for Meeting – at the strategic planning session, the outcome was that we can get by in this building for now, but need to investigate moving into a new facility in 2013; not investing a lot of money in this building but make it useable.
2. Basement

Bill – I went down to the basement; the object is to get the moisture out of there;

Scott – a positive drainage to a sump pump; tried a dehumidifier and it’s not working; can only expect it to do so much

Don – is there someplace to pump the water?

Scott – seems to be pumping to a sewer line

Mike – there’s tiles to a sewer line; is there a reason that all the appointments are not scheduled at once?

Scott – in this instance would like to have the 1:1 input

* 1. JD Basement System
     1. Tuesday, August 19 at 11:00 am
  2. The Basement Guys
     1. Tuesday, August 26 at 10:00 am
  3. Rogers Basement Waterproofing
     1. To be scheduled

1. Conference Room Layout

Mike – who owns the building?

Scott - County commissioners; in name of Logan County; their comment was they would permit LUC to keep the proceeds to invest in a new building

Mike – who will pay for these improvements?

Scott – out of the building funds

Jenny – not a lot left in the building fund ($832) after the remodeling

Scott – need to come up with a plan to utilize this facility for the next five years to get by with; one item was layout of the board room; I’ve always wanted everyone of the executive committee to set at these tables and look at each other; I would like to have all the members at the table.

Jenny – we need to come up with a better solution for this room even if that means ordering tables; what size tables should we be looking at?

Scott – I like the idea of utilizing the screen for the plat, worked out well today.

Jenny – we‘ve looked at a ceiling mount for the projector or a stand

Scott – new tables or chairs to look more professional

Bill – if you go with narrower tables it makes it easier to change the room around; you can change the layout based on the need

Scott – I’ve stated paying attention to a most recent meeting and the table was only 18” and it worked well

Don – if you can get by with an 18” table it would suffice

Scott – I think 18” or 20” would be adequate

Mike – you like this layout; and it puts an 8’ table at the end

Bill – if you do it, you have the ends of these tables as well

Jenny – they also make them with the corner size tables to fit them all together

Mike – the advantage of not having the 36” table is to rearrange them

Scott – they are easier to move around; you could rearrange them if you have a public meeting

Scott – the dimensions work out so you give the most room for everyone to get into seats and for spectators

Mike – what you have here is correct; try to stay away from the 18”

Jenny – they start at 20

Mike – if you have smaller than 36” you will have a gap

Jenny – we want a gap

Scott – I don’t care but the reason we are looking at getting new is because trying to match current stuff is hard

Jenny – prioritize tables first – then seating if necessary

Scott – all the yellow chairs are in here

Steve – what is the maximum number of people at executive committee meeting?

Scott – we’ve been having members sit off to the side

Don – has there been 100% attendance?

Jenny – 27 people in January

Scott – my opinion is I’d like to be able to accommodate them if they all show up; have tables on each end which would put them pretty close to the wall. The commissioners have given the approval to get the tables.

Bill – if we go with 20” tables what is the cost

Jenny – anywhere from $119 – $250 a table

Scott – keep with a foldable table so it’s easier to move; something that looks nice

Don – if you could find something with the legs at the end of the table

Jenny – will get a couple of options and give the info to Scott

Scott – the 8’ only come in a certain width; think it would be good to get that matching table in case we need it. At least if we have the two ends tables in case we want to use them.

Jenny – two end tables, and then 6 of the 6’;

Scott – end has to be 30”, side could be 20 or 24; and enough chairs

Jenny – will look at stand or mounts for the projector

Bill – could you call an audio/visual guy to hook it up; maybe have a mountable project that is smaller and use the other one for portable?

Jenny – Jason is an IT guy so he could do it for us if needed.

1. Building

Scott – trying to maintain as economically as possible for the next five years; look at purchasing, lease purchase; occupying another space that is adequate for the size and needs of this organization. Logan County Health Department used to be leased space

Mike – 12 to 15 years ago Health Department advertised for a bid for a five year lease; there is no capital expenditure; the building can be built; Health Department was built buy a gentleman who leased it to them; reason I suggested that is I have some other people who have contacted me about relocating; the central location for them is between Bellefontaine and Marysville; I know people who own land around here; the difficult part around here is the zoning; the other difficulty is the lack of a sewer facility; but this type of a use could go in a building in a septic system; some of that land is zoned

Don – look at centrally locating it?

Scott – no advantage of it being in a city

Mike – thinks it’s a disadvantage in the city

Scott – the location is pretty good

Jenny – the only other option is North Lewisburg; they also have had some discussions that they may be expanding

Mike – think we should make some communication with the township that we won’t be setting here in 20 years. I don’t know what their plans are. I don’t know what their thinking is for their building; maybe they would build a building and double the size; Parking is an issue

Jenny – it’s worse now that the store is the only store; we get all the Honda traffic; to be fair to the grocery store we encourage people not to park over there

Mike – is their property close enough that we could buy and turn into a parking lot? Don’t want to invest too much more into it but we are going to be here for five years; I do know people that could build a building within a mile or two from here and would lease it to us and provide parking and would solve all of our problems. The problem is that lease is going to be about $8 per foot; with an annual expense lease payment that we’re not making now.

Scott – there was some discussion that maybe N.L would be building a new facility and would be looking to utilize the facility; I was up front and said when we had our meeting there I couldn’t hear the guys across the way;

Jenny – they are relocating the fire department

Mike – they have talked about separate the city building

Scott – So everyone is aware of that concept; realistically/geographically they are the only two options being centrally located; here is the other thing that was discussed, the way the law is written, once the new census is done, LUC will fall under Union County and staff will be their employees.

Jenny – would probably be easier to have Logan County do it, but Jack mentioned that he is hearing from the auditor that we have to go.

Steve – at the time you all were becoming Logan County employees there was discussion about Union or Logan

Mike – under the old census Logan County was higher?

Steve – in the old discussions it went back and forth between Logan and Union

Jenny – It will be a big learning curve

Scott – would hate to see that change every 10 years; ultimately what they want to see is a report to the Executive Committee by December as to what our plan is

Mike – do you want to have another meeting?

Scott – need to have another meeting after the quotes

Mike – invite the township to a meeting?

Steve – we want to know if they have an interest in buying this building

Mike – we want to be able to stay in this town but can’t stay in this building, what is their long range plan?

Steve – seems to me we ought to be going through a building planning process and defining what our needs are, space, etc, so we know what our needs are.

Scott – ultimately, we could stay in this building but would need to do major renovations; I don’t think we’ll ever get $60,000 out of this building

Don – need to look at how many planners we will we need in 10 years?

Mike – do you think we should generate a drawing of what we need? I could do that, or my people could do that, and I won’t charge for that; I’ve got a couple of pretty talented people

Steve – we need to not jump the gun

Mike – here’s how we usually do it; we need a list of what room is needed; we are in terrible shape for handicap accessibility for five years

Scott – which is why we don’t do a major rehab; this is some of the misunderstanding; we’re not required to upgrade unless we start to do something major

Mike – unless someone has a lawsuit

Bill – I’d like to revisit Mike’s suggestion about talking to the trustees. Do you know something they may be planning?

Mike – they’re pretty progressive and they have money

Bill – if we don’t want to say we’re only going to be here five years, but instead we’re the building committee to determine if this building will continue to meet our needs; if you have something that is happening

Jenny – we could talk to Gary Baker and he could do that; he would be careful and informal

Scott – if we have just him

Bill – don’t want to miss the opportunity that could happen working with the township

Mike – don’t want them to find out in two years that we want to tear down this building or something; this idea that an investor might build a building for us, but the investor part of his deal could be that he takes possession of this building as a payment towards the new facility. I think somehow we need to discuss it, especially with someone like Gary.

Steve – Stuff gets out on the street too early, the deal starts getting formulated before we know what we want or how we want to head and then we have to conform to the deal that’s happening

Scott – the downside is we know the price we’re going to pay for the new building is not going to happen with the budget today; we need to be careful on how we approach the situation

Steve – if we can go about it this way, looking at future needs and the twp future needs then that would work

Scott – hope that we can keep some of the other folks from thinking we need to go to NL.

Jenny – I want us to be concerned with budget constraints and keep this building an option to renovate

Scott – could repaint this room and get rid of the dogs; could do low cost updates like painting

Mike – what are we doing now?

Scott – will have a meeting after basement people are here; Jenny will find tables; we can get together sometime to discuss; building fund is not enough to do renovation.

Mike – do you want us to generate the whole building? Could do an actual floor plan of the building; if we can get this on a floor plan and can show minor things that can be done; we need to look at ADA.

The Building Committee adjourned at 4:11 pm.