

# MINUTES – HULL BUILDING COMMITTEE

**Monday, May 3, 2010 – 4:30 P.M.**

**TOWN OF HULL MUNICIPAL BUILDING**

**4550 WOJCIK MEMORIAL DRIVE, STEVENS POINT, WI 54482**

**1) Call to order:** The meeting of the Hull Building Committee was called to order on Monday, May 3, 2010 at 4:30 p.m. by Hull Supervisor Co-Chair Dave Pederson at the Hull Municipal Building, 4550 Wojcik Memorial Drive, Stevens Point, WI 54482.

Present: Co-Chair David Pederson, Co-Chair Melvin Bembenek, Marilynn Kranig, Fire Chief Mark Kluck, Road Foreman Pete Kaminski, Assistant Fire Chief Mark Fritsche, Owner Representative-Todd Grunwaldt, Building Committee Secretary Patty Amman.

Others Present: Phil D. (Todd G's. associate), Dale Bembenek, Janet Wolle, Barb Brilowski.

Absent: citizen member - Alan Hucke, citizen member - Ted Stoltz, citizen member - Lance Reeve.

**2) Citizens wishing to address the committee on non-agenda items. Agenda items are for discussion and possible action:** None.

**3) Announcements/comments from committee members and citizens.** None.

**4) Approval of minutes of February 8, 2010.** *A motion was made by Mark Kluck to approve minutes, seconded by Mark Fritsche. Motion passed.*

**5) Report / presentation by architect of building plan / renovation development and discussion of report / presentation.**

Grunwaldt (Todd brought several floor plan layout boards which he explained to the members present.) What I'd like to do is to show everyone where we are at with what we have put together. I've got some questions for the different departments. I'll bring some of those up now and if they can't all be answered now, I would like to meet with the different departments individually. If this plan is far enough along that it looks good, then I'd like to set up another meeting with our consulting engineers to discuss the types of heating, lighting, focus on energy, alternative energy that can be incorporated in this. Other than some tweaking of these plans, I'd like to hand it on to our engineers to review. That would be the immediate goal. Phil Desolvo works for me and is here tonight and will be actively involved in this project (*introductions of committee members to Phil*). We had this portion of your property surveyed (*displaying a board with site survey and buildings*) from the pipeline to the corner. We do not have the fire dept. shown as that was not surveyed (*on the other side of the pipeline*). This shows you where we are at with the building placement. This is an overview, overall plan. Here is the maintenance area. As we may have discussed preliminarily, the basic concept is to go that direction and have the hall and the meeting room and fire department going out to the east. I know Pete and the fire dept. will have questions regarding vehicular access. We made a connection to the existing hall right here and this would be the new hall. This is primarily public space with the meeting room and such. This would be the administrative for the fire dept. and training area. This would be the apparatus room and then our wash bay. That's how it's currently laid out on this display.

Kluck Just down from the wash bay, what are those two rooms?

Grunwaldt That's a tool room and a records room. So that's the general layout we're looking at. It's long across the front. We're set back far enough from the street that we've got plenty of room out front to get plenty of parking to meet the needs of the hall, public, voting plus space for the maintenance and fire dept. to have access to their building areas.

Phil D. I spoke with county zoning and they will allow parking all the way up to your right of way so there's no set back needed for parking lots.

Grunwaldt All the way up to the property line. There's a 30 foot setback. So from the right of way, which is the property line for the road, we've got to have a 30 foot setback for the building but not for the parking lot.

Pederson So we could put our parking lot all the way out to the roadway?

Grunwaldt Not to the roadway but to the "right of way" which is from the centerline of the road to 30 feet this way so you'd be about 12-15 feet from the asphalt.

Bembenek Is that the only way the crew would be coming is off the front here?

Grunwaldt It was suggested that Pete would not need an addition if he could have this (*the current hall*) for some of his parking. So I'm assuming we'd make asphalt go out somewhere in the front here. We haven't discussed which vehicles or how many vehicles yet. We've got a structural member here and here so as long as we straddle those with our door openings, we could get three doors in.

Kaminski Where do I drive out to get out of the brand new building?

Phil D. There's about 80 feet between the door and the back of the meeting hall to get out of the maintenance area.

Grunwaldt That's something we'll have to talk to you about.

Kluck Or you could put a driveway in for the back of the building off Willow Springs.

Kaminski There is a driveway there now. It's something we can do.

Grunwaldt The idea is that our site access will be coming from the east and across the back. But I'll need more input for that. We need to determine some things. We know we have a bathroom here (*in the existing maintenance area*). Whether we retain some of this in here depends upon what trucks you want to put in here and how much room you need. That's something I'll go over with you individually. The idea is we have a connecting corridor with a mechanical room, it may be oversized at this time, I don't know. Each one of these would almost be its own building because we are looking at pre-engineered metal buildings. They are sized per standard dimensions for metal building

configurations. Here we have a corridor coming through to a lobby area which is off our public area. It goes through to the fire dept. and then through to their training area then through the apparatus room until you get over to the wash bay. The offices are pretty much what we talked about size wise. Because of the relationship between the maintenance crew and the hall and some of the staff, we show a maintenance office here for now which would be Pete's, a break room, the assessor's office, chairman's office, town clerk's office, conference room, open office area, water closets, storage, central records room and a fire proof room. We were debating upon whether or not we needed a separate one or not. That's something I need to find out from you. Then we have our public area and 600 square feet of storage area, 3,000 s.f. of meeting space for 200 people, bathrooms, an 8 foot wide hallway, easy in and out access in the lobby area which is essential. Then going into the fire dept. we have a fire chief office, a conference room, if needed, fire inspector office, EMS office, EMS storage, records storage, laundry/kitchen area, mechanical, bathrooms/shower. Exit out back. That corridor goes into a training room. That space then opens up into the bunkers/turn out gear area. We have 40 bunkers. This would be a masonry wall, and then we come into the apparatus room. We don't show all the doors right now. Here's a structural member, and here would be the others. Here would be doors but we don't know how deep to make the area. That's information I would need to get from you guys. We've based it upon other drawings but it may be more than needed. Right now they show 80 feet with 7 feet allowed between each fire truck but we don't know the dimensions of each one so we need to do more research on this. The wash bay is the size based upon what Pete and I talked about for the width needed. The blades on your trucks, you need to bring them out to wash them right? One on each side?

Kaminski            No, just the right side.

Phil D.             So you could pull in on the far side of the wash bay and fold out the plow to clean.

Kaminski            Plus you need to have ample room to get around the truck with a hose and not get splashed back in the face. It needs to be wide enough.

Grunwaldt          We'll work that out. One thing we did was to have this set up here with a mezzanine thinking that it would be an open mezzanine which could be utilized for a number of different things as well as additional storage.

Kluck                I think when we looked at Kronenweitter, that's where they had all their heating and A/C, which would be fine, that's great.

Grunwaldt          That would lend itself for that also depending upon what type of system you'd use. We stayed pretty close to the space needs study for square footage so it only exceeded in one area. That was the hall/lobby area. Because the lobby added square footage, it went a little over but not by much.

Bembenek          It's for 200 people right?

Grunwaldt          Right. That's with loose table and chairs.

Kranig                Where are the bathrooms in the municipal area? And is there a space for the treasurer in there, and for Patty and myself?

Grunwaldt            We figured we were going to do an open office concept which we'll have to lay out yet.

Pederson            Will there be a public access to the office with a security window somewhere off the lobby?

Grunwaldt            Right. We call it a secured corridor. That's something else I want to discuss with Marilyn, Barb and whoever else wants to be involved in that, how we're going to lay that out. The idea is to have only one public entry into the entire facility and from there you go to the hall or the public meeting room or the fire department. A lot of that was based upon Barb wanting people to come to her first so she could direct them to which part of the building they should go to so we always have that supervision of the front door area.

Bembenek            That's good planning.

Grunwaldt            I'm not sure how we're going to work this out yet.

Kranig                How wide is that corridor that's going into the public meeting room?

Grunwaldt            8 feet.

Kranig                What I'm thinking about is for elections so that we don't have a congested area.

Grunwaldt            That's exactly what we were thinking also. There is room out here in the lobby to post literature like you have available now, for notices and whatever else you'd like to do. This space would be a higher ceiling with lots of windows across the front. We might draw special attention to it when we draw up the elevations. It would be a focal point for the building.

Kranig                What are you thinking about for the front façade?

Grunwaldt            Because it's pre-engineered metal, we're going to be a little limited on what we want to do. We might put on a facing of decorative concrete blocks or masonry. We're limited on what we can do because it's going to be a flat façade with some sort of mansard on it versus building a 12 inch thick masonry wall and making it more decorative with either arched openings or arched tops, gabled ends. We need to discuss that yet. The options are there but some will cost more than others.

Pederson            If we put any solar collectors, they'd have to be on that southern side so somehow they would have to be incorporated too.

Grunwaldt            Right, or on the rooftop. We'll need a couple more exits by code but we wouldn't make them an entrance.

Phil D.                We were thinking that here and there we might have staff entrances that could be entered by key or a pass card system.

Grunwaldt           The main reason is for fire exits. That's the general plan. In the past, we talked about sprinklers in the building and how we can get around that with the codes. I did find in one part of the code a part that states that any storage of vehicles cannot exceed 5,000 s.f. for a fire area. 12,000 s.f. is what I told you before, which is true of this facility. But there is a special part of the code that talks about 5,000 s.f. before you have to have a fire wall or barrier. So what we did is to indicate that we may have to provide a barrier here and here and here and if you penetrate those walls with a door, it needs to be a self closing fire door. We could have other things like an overhead door that is set up on a fire alarm or smoke detection system that will automatically drop if there is a fire. But we will need to have these 2 hour barriers which we can achieve with block walls or with drywall and stud wall. That's how we have it shown here which would work out pretty well because our main structural members are running right through here and we would build right up to the side of that steel like you have out here but we'll put in an expansion joint.

Kluck                When you say "fire barrier" and you've got that dotted line top to bottom as we're looking at it on the diagram, is that a solid wall?

Grunwaldt           Yes.

Kranig              What is the cost of putting sprinklers in as opposed to concrete block? Concrete block is not cheap.

Phil D.             The issue with putting sprinklers in is water pressure and special storage for the water or a special well.

Pederson            The records room is a 2 hour fire wall, is that what these are too?

Grunwaldt           Just 2 hour.

Pederson            That can be achieved with double drywall as well?

Grunwaldt           We can, yes. We were going to make this wall masonry. We would be masonry on the front. We may end up building this room out of masonry, we haven't decided yet, for the filing system. Those are things I want to get ironed out with individual departments and get them on the plan so they're not lost on some note somewhere.

Pederson            Is there a big cost differential between dry wall and masonry?

Grunwaldt           The drywall would probably be cheaper. Masonry will be more durable. We haven't talked about hose drying yet, what is that term, cascade systems?

Kluck                That's air, breathing air.

Grunwaldt           Oh.

Kluck                    There are some things we need to go over because we need to be able to put that cascade system in, washer dryer room, hose tower, we need a training tower. The idea is we are not going to give up anything we've already got.

Grunwaldt            I thought we had a dashed line in here for a hose tower, but I don't see it right now.

Phil D.                We did have it on a preliminary sketch. We were going to designate that area near the stairs for a hose tower.

Grunwaldt            We thought about it but we didn't know if it was mandatory or not.

Phil D.                There was talk at one time about using the hose tower that you've already got.

Kluck                    That would require that building to continue to be heated.

Grunwaldt            Then there was talk about heating the floor so you could dry the hoses by laying them on the floor, which I don't really think you would want to do. One fire dept. had some stuff on the walls, but I agree, the hose tower is the best way to go.

Kluck                    It's a 2 prong thing, it's to dry the hoses but it's also a training tower for ladders which we use all the time over here. That was part of the original concept when that was built over there. There is an actual door that is cut open at the top where you can bring somebody out and bring them down the ladder.

Kranig                 Wasn't there a laundry area in there?

Grunwaldt            There is. Right here, the laundry / kitchenette. Likewise here, I was thinking about combining some of these spaces for maintenance / parks and all staff and try to keep the office out of here as much as possible and use this area for the storage of vehicles. I'm trying to keep everybody over here as much as possible. We don't know how much space we're going to need for mechanical yet. We need to go over the space for records storage and the fire proof room.

*It was pointed out that there was a mistake on the drawings as to where the current maintenance rest room and office were. Phil D. had not actually gone through the building himself yet and he will be doing that.*

We'll take our engineers all through here before we meet with you.

Pederson             Sometime early on in our discussion as a committee we had ruled out a kitchen for the public and meeting room use because of renting out the space to the public but that issue has been raised by other board members so that might come back on the table. Would that be difficult to put in?

Grunwaldt            The way it is set up now it's ideal for wanting to do that (*renting out the meeting room*). This area here is secure to the offices and this is secure to the fire dept. It's all self sufficient here with their own rest rooms and entry. We would just need to work out a kitchenette in there or a kitchen, whatever you want.

Pederson            There is a line between when you talk about a kitchen and how extensive it has to be as far as the health department goes.

Grunwaldt        Right. As long as you're not doing any major cooking. If you're just warming things up. Like churches have a space where they can line up a bunch of Nesco cookers and plug them in. If we're looking at that, we should be okay. If we do put in a stove, that would be different. We want to avoid the Ansell hood and the grease trap.

Bembenek         The Town of Stockton had a kitchen of some sort if I remember right.

Pederson           I think it was part of their break room there.

Kranig             Personally I don't think we should be renting that out. I can imagine the cost of liability for something like that. Then you never know how people are going to leave things. Some people are very cognizant of being neat and clean, some aren't.

Kluck              There are ways around that. At Jordan Park you pay a deposit and if you don't clean it to their specifications, you don't get that money back.

Pederson           Bancroft had the back of their meeting room with a counter and cupboards.

Grunwaldt        I would go as far as contacting the Village of Buren that has a community center available to the public with a full working kitchen and a big gym area that's divided in half with a moveable partition wall. I don't know anybody there anymore, they've all changed.

Pederson           I know Kronenweitter had a kitchen attached to their meeting room. The idea of making it a space that the public can use does appeal to some of the board.

Kluck              As long as you don't put a grill in, I think Stockton did that, if it's just a grill, I don't think you need that hood do you?

Grunwaldt        If you have a stove, you may need it. It depends upon the wording and how you are going to use it, whether or not the state would let you get by with it. You could call it a warming kitchen with a residential stove if you're warming things up and not cooking. What the state is looking at is grease producing cooking.

Kluck              They have a stove out at Jordan but it's a warming type of deal, they're not cooking out there.

Grunwaldt        Since I live out that way, I can tell you that place is usually packed every weekend, all year long.

Kluck              We just booked it and there are only 4 dates left in the entire year for both of them. They wait for January 1 and those things get bookings right away.

Grunwaldt            Basically they've got warming kitchens and bathrooms, it's a small kitchen and small storage, (*I know*) because we drew it up, and they've got a fireplace which is an attraction, and they've got a canopy with picnic tables. We did some adjusting as we drew this up and we don't know, if with this going out back, if that will be an issue with traffic flow. I want to manipulate the building in such a way as to make the elevations attractive. So we may pull things out or push things back as needed to make the building a little more attractive. The idea would be to slope the roof to the back to keep the snow and ice off the front and entrance. We toyed around with having a covered porch out here.

Kluck                 Where would citizens park that are coming to a meeting?

Grunwaldt            Right now here is your existing hall and existing parking lot. There might be vehicle access here. We'd create parking all along here and continue as far as we can over to the east, double loaded parking here, keeping this open. We might need an auxiliary parking lot. I don't know where that would be yet not knowing how our traffic patterns are going to be with our vehicles.

Pederson             Our property does run to the corner so it can be expanded.

Kluck                 My concern is if we get a fire call on a voting day, where are my 30 firefighters going to park?

Grunwaldt            I'm assuming we would set something up to the back. Maybe along the side.

Kluck                 If you would switch where you have the wash bay and the 2 rooms attached to it with the current bunker area, flip flopped that, then the fire fighters could park along the east side. I'm thinking of the Kronenweitter style where they would park on the east side and come straight in from that way, get into their bunkers and then come into the bays. They wouldn't interfere with any parking, or any voting going on or anything like that.

Grunwaldt            That makes sense, yes.

Kluck                 Pete would be closer to his bay once he got his trucks out of there in the winter when it's below zero, to get them back into the heated bay, its maybe only 120 feet.

Phil D.                So it's not necessarily important to have them next to the offices when they're gearing up? They can be across the apparatus room, that's not a big deal?

Kluck                 No, as a matter of fact that would be my preference, to move that to the east or the right as you look at it and move the wash bay to where you show that now, flip flop them. That might make your front match up a little better.

Grunwaldt            We have to look closely at that because you don't necessarily want to be going through the wash bay to get to the apparatus room. We might have to create a corridor.

Pederson             Do we know what we are going to be doing with the wash water and will that be a factor in where we set it up?



Grunwaldt            We don't know yet.

Kluck                You're going to have to drain the entire bays and I've already heard, put the drains under the trucks and slope it or put them like Bancroft had where it was high in the middle with slopes to drain out between the vehicles.

Grunwaldt            You'll want trench drains. Where we place them in regards to the trucks we still need to determine. What is nice about this arrangement is that we don't mess with any of the existing utilities other than the ones running out in this direction, which would have to be relocated. But the sewer is coming out to the west. Our new sewer for the new part of the building will come out this way or somewhere on this end.

Kranig                I'm impressed. At least we have something to look at now. This needs to be tweaked.

Pederson             The dispatch room would go with the bunkers, or stays next to the bunkers?

Kluck                It should stay next to the apparatus bay somewhere.

Fritsche             If you took that whole turn out area and dispatch and picked it up and plunked it down on the other side of the apparatus bay, that would be okay. It would be on this corner instead of that corner.

Grunwaldt            If you would take this and just mirror it around it this way. What I do like about keeping the mezzanine here with the hose tower, you can access it immediately from two levels.

Kluck                I just don't want to have trucks parked where they are going to interfere with anything. We've had that issue, and if we can get them parking on the east side of the building..... Like you were saying, if you took the wash bay and that other bay and moved it to the right, and then took the gear room and put it in between the wash bay and the truck bay, am I making sense to you?

Grunwaldt            Okay. We'll look at that too. It won't matter because they'll be on their own heating system. These various areas will have their own separate heating systems, zoned. Depending upon what we do with alternative energy, typically I would suggest going with smaller furnaces. When I say smaller, I mean like a maximum size house furnace but the idea is to break it into different zones by having different furnaces. For example I could see 2 furnaces for this area which might be one furnace supplying air to the records room and maybe the open office area and hallways, and the other furnace supply to the individual offices. I don't know who will be doing the maintenance, but we talked about putting a mezzanine up here and put the mechanical equipment up here. Here we do have a mechanical room on an outside wall, we like to keep them on an outside wall, for this area and the training area. Here we have the mezzanine area plus we might have suspended Modine type units or not. Here I suspect we will have suspended Modine type units on its own system. There isn't anything shown on here for emergency indoor generators. That's something else we need to talk about. There was a lot of stuff on the list but we didn't put everything in there because some things were still undecided.

Pederson             Stockton has geothermal and they have the heat in the floor. I don't recall if there were any overhead units. I know they have gas to keep the floor temperatures up when they don't have

enough to augment it during the winter months. They didn't have any prior utility bills to compare it to so we don't know where they are on that.

Kluck                   What did Bancroft have? Didn't they have the overhead radiant heat?

Pederson               They had radiant overhead heat. One board member would have preferred the in floor heat because he worked someplace that has it and appreciated it.

Grunwaldt             I think infrared was popular because it heats the floor slab to keep it warm, before hydronic heat became more popular. Hydronic heat can be zoned so much easier so you can get more uniform heat.

Pederson               Infrared also heats the equipment, not the air, so you're not getting into a cold vehicle.

Grunwaldt             Let's talk about generators. What are we going to do with the generator situation? Is it something we're going to put a pad outside for a generator or a future generator? We don't have to have all the particulars now.

Kluck                   We looked at it 3 years ago for a grant that was denied. We were looking at \$67,000 to run that entire building down there with a 52 or 60 kw unit. It all depends upon what you want to run. Manually lifting these doors isn't going to happen. We had two guys, when we had an ice storm, that had to hold the doors up with pipe poles in order to let trucks drive out. Someone's going to get killed that way.

Grunwaldt             Yes, but you have special doors there, they won't be like that in the new building. That's something that would have to be decided at some point. You could house them (*generators*) outside, the same with Pete's area. I don't know, maybe you can get one unit centrally located to operate both ends. The most important thing would be the doors and have some light and some communications. The major thing is the doors and that's going to draw the most power. Pete has one primary door.

Kaminski              Two electric ones.

Grunwaldt             Both of them are primary?

Kaminski              Yes.

Grunwaldt             He's got two doors, where you (*fire dept.*) are looking at 8 doors. Maybe a centralized generator makes the most sense. A 40 kilowatt or 60 kilowatt?

Kluck                   We started out with 52, and it was \$5,000 to bump it up which wasn't a lot. Again we had been hoping for a grant.

Fritsche I like the idea about the centrally located one because when you're without power, it's usually when we have something like an ice storm or a wind storm when there are a lot of trees down and that's when we both get called out (*maintenance and fire departments*).

Kluck Have you girls (*in the office*) ever been without power?

Wolle Sure.

Kluck So it would help to have some lights. I don't think you're going to have a lot of windows for light.

Grunwaldt Everyone gets a window.

Wolle One that opens?

Pederson The more natural light that you can bring in, the less electrical needs to be used.

Kaminski In this area, 52 feet is not enough room from here to here to back in my big snow plow truck into the garage. Would it be possible to move the part of the building with the meeting room forward and keep the line in back straight? Otherwise it'll be a problem to get back in there to clear out snow.

Grunwaldt I kind of suspected that. I didn't know what kind of vehicles you would put in here. You have a pickup truck in the area right next to this now.

Kaminski The design you have would create a square back there and I'd have to drag the snow out of the square area. If we stuck the meeting room out this way further and made that back wall even, that would be better for plowing snow. If the main part of the building would stick out more in the front, that would help people to come to that area first that sticks out the most.

Pederson If you put doors in the front, would it be possible to eliminate this door here?

Kaminski I will still use that bay, I still need to get in and out.

Pederson I mean going through here, through this wall.

Kaminski I see what you're saying.

Grunwaldt I don't know if you're going to be able to get a big piece of equipment in here, we didn't look at that yet. We didn't know what you wanted to put in here.

Kaminski Whatever I can fit in here. Once you take the ceiling out.

Fritsche The roofline is the same for the whole building.

Grunwaldt I knew you'd have something to say about this, but I didn't think about snow though. I need to look at the codes again and see where all the fire barriers would be in case we could open some of this up. I'll look into that.

Fritsche If you open it up too much, you might get over that 5,000 s.f.

Grunwaldt That's one of the reasons I just want to leave this alone. But we are pretty much just leaving it alone except putting some door openings in. I wouldn't think you need to bring it up to current code if you just put in some openings. This is a fire door now. They were probably thinking that was because they were separating vehicle storage from office area.

Wolle The vault is fire proof and that has galvanized steel. Are you going to leave these drawings for us to review?

Pederson There are already a lot of suggested changes.

Grunwaldt I can leave them here. When we get closer, I could e-mail it to you if you have PDF so you could print out your own copies. We can leave these here for now, sure. In general, does it look like it's going in the right direction? Okay. Was there a separate fire proof room? I don't think there was, was there? We had this for central records and that was our own main storage. We didn't have a second storage room, correct?

Wolle The one thing that I had thought was that we could keep the vault that we have over here to use that for some of the older records that are not used.

Grunwaldt I would like to rip it all out because Pete can't use this for much unless we can get 3 doors in here.

Wolle I had thought Pete had talked about putting pickups in here.

Kaminski Yes, I have pickups, I have backhoes, I don't necessarily need to bring my big equipment in here, but whatever we are going to do, we need to do it right.

Grunwaldt Right, if we take out the bathrooms and the vault.

Brilowski Where is the central office?

Grunwaldt Maybe you weren't here when we pointed that out, here is the open office. Somewhere in here we need to work this out yet. This over here is storage for the meeting room.

Kranig Like for chairs, tables, voting machines.

Grunwaldt So this area is questionable, this area over here we've got to work on. This we will flip around. I like the idea better of flipping this over here and having the wash bay over on the end. We'll work on this, we could turn it the other way too and see how far we want to pop it out. I don't want to push it out too far because I want to access into here.

Kluck                    Todd, where is the fire dept. storage?

Grunwaldt            Here's records, here's EMS storage, and the mezzanine we figured could be used for more storage, mechanical records storage. We counted for all the storage we had on the space needs. The conference room, why did we leave that in, I don't remember?

Phil D.                We were looking at some of our notes on space needs and thought for some reason there might be a need for a conference room for the fire dept.

Grunwaldt            We have this one here with the idea that someone coming in, you might direct them to wait in the conference room. It's available to everybody off the lobby here.

Bembenek            It wouldn't hurt, if some of you need to get together to meet within your area.

Grunwaldt            We're showing it 14 x 16. We'll have to go over this with you guys. You may want this more in the back, I don't know how often it's going to be used.

Kluck                 I know we have thrown out a lot of stuff over the last year and a half. There was talk about Stockton that has the picnic area off the back that is covered. Would that be difficult to put a slab down with an unenclosed roof? If we're looking for the future of this.

Grunwaldt            This whole back end is going to be another discussion on how the maintenance trucks are going to move and how the fire department trucks are going to move. I hate to say that it's going to be all asphalt back there, but it may come close to that. That's something I don't know yet. But to answer your question, we could stick a covered patio there, it wouldn't be difficult. How would you use that patio area in the summer? For fund raising things?

Kluck                 No, just general get togethers.

Kranig                I talked to somebody that was on the Stockton building committee and they said that was a waste of money. Nobody ever uses it.

Kluck                 Well, we grill out probably about 5 times a year down there so one way or another we will be grilling out somewhere.

Bembenek            The only way we would use it for the Town side would be once in awhile for the Township Association meetings. In the past, I've brought my own grill and we've made brats out in the back. That's not all the time.

Pederson             Just putting a roof over this entrance, if this is where you're going to be coming in for your trucks, that might provide that.

Kluck                 Yes.

Kranig                Is that a definite need? We might get flack about that if it isn't a definite need.

Phil D. If we just put a covered entrance, we don't need to designate it as a grilling area as such.

Kluck Because it's going to be blacktop in that area anyway, right.

Pederson You're talking in case it's raining.

Grunwaldt If we start identifying major entrances, we may want covered entries.

Kluck It's not a necessity, I was just bringing it up because I heard it before.

Grunwaldt If it's a valid point, then we need to look at it. Because I wasn't sure about this either, if people are coming in and out and it's raining. Where is the rain going to run? It's going to run right down the front here and you don't have any covered entry. So do we build a vestibule inside or add something outside? Don't know. Maybe we can simply work something out as a covered entry.

Bembenek You could have an entry like the one here. You have something.

Grunwaldt And this was added on.

Bembenek Like he said, on the front here, it doesn't show any entry.

Fritsche I think this little entrance way on the front should be something considered with the double door situation. For example down by us, the entry way to the meeting room, you open the door and the wind, rain, leaves and snow blows in. With this here, it might blow it into the entrance way, but that door closes before you open the inside one.

Bembenek That wasn't put on right away, that was put on after the fact.

Pederson You wouldn't want to pass through double doors to get to your trucks.

Fritsche No, I was just talking about the main entrance.

Grunwaldt In here maybe we will and maybe we won't, because if this is secured and we end up with a door here and if this is blocked off, we may not need to have one. But to have a covering over here would make sense. I'm not against vestibules either; maybe we do need a vestibule. Right now we're just discussing all the possibilities, what we're lacking and the problems.

Pederson Bear in mind that we must absolutely justify anything we put into these plans because people need to be reassured that it's absolutely necessary.

Kluck That's my reasoning with the hose tower. If you leave a heater down there (*at the old fire station*), the idea was to shut that down and use it as cold storage.

Pederson I don't know what a hose tower would add to the cost. That would be something to consider. I think it would be balanced out in the long run versus having heating costs down at the old station.

Kluck Yes, I would think so.

Grunwaldt We would want to make it (*the tower*) out of masonry. What did we figure, 8x8 inside dimensions, Phil? That's what we did at Whiting. I think they use theirs for training too.

Kluck It has to be tall enough so that we can get a 35' ladder up to it. So you're looking to have it at least 40' to 45' tall. Something to look at.

Grunwaldt For a ladder outside or inside?

Fritsche Outside for when we're practicing. When you come in from the east side, if you look, there is a small 4 foot by 4 foot opening up there where we ladder train from. We put the ladder up to it from the outside and that simulates a window. We set up the ladder and tie off the top and do our ladder training off of that.

Pederson Would that also serve as your siren tower?

Kluck I don't think you need to move any of that.

Fritsche The only thing hooked up to that now is warning sirens.

Kluck It's got its own little room. The antennas and everything are on that. A hose tower would be where we would put an antenna for radio equipment. But I would think the siren would stay right down there.

Pederson It should if it works that way.

Kluck It's a separate system that is tripped at the sheriff's department.

Fritsche Besides, I don't think Barb and Janet would want it right over them over here.

Grunwaldt This shows 2 bathrooms here, a janitor's closet and a storage room then this fire proof room. So we did have some additional storage in here.

Pederson The whole records room is a 2 hour fire rated room. Was that second one needed? Or were you considering that a vault?

Phil D. That was our question to you, was there a need for a separate fire proof room or not. Or was the central records room going to serve the same purpose?

Pederson I think Stockton has a records room that they said is too small now.

Kranig                It is L shaped.

Pederson            One of my questions is how essential is having a vault door? I suppose we could put the vault door on that storage room.

Grunwaldt          Correct me if I'm wrong, but I thought you wanted a central filing system room with all the records in one room.

Wolle                And we wanted a working area in that room.

Grunwaldt          Right. So keeping that in mind, we really don't need to have a separate fire proof storage room. Maybe it would be storage, but it wouldn't have to be fire proof.

Wolle                Right now we are storing supplies in the vault area.

Grunwaldt          When we lay this all out, we may find that we need to incorporate that into the open office area.

Brilowski           You need to have the copier and things together to be efficient. You don't want to be running from one end to the other to get to the various office machines. You would waste a lot of time doing that.

Grunwaldt          When we lay it out, we'll show doors.

Kranig                When you get into the janitors closet, when we were in Stockton, they said they wished that they would have put in a sink so she would have someplace to empty the water. If that is right next to the bathroom, that shouldn't be a problem.

Grunwaldt          We were planning on that. In fact, by code you have to have a mop sink. If you hire out, would you hire out a service to come to clean and vacuum? You have your own person? So you would store your own cleaning supplies here. So we would have the mop sink, cleaning supplies and vacuum all in here. Here (*in the meeting room storage area*) we said janitor so maybe we would have a separate one for this area inside this storage room with a mop sink, vacuum cleaner if we have carpet, cleaning supplies. Here in the fire dept. side, we didn't really show anything for that, because those guys never get messy. I guess we didn't specifically designate anything did we. I don't know how we're going to handle that yet. We have all that stuff to work out. The cascade and compressor and all those things yet.

Kluck                Those air compressors are loud. Going off the back end of the fire dept. training area so that noise doesn't interfere. It will definitely be noisy.

Grunwaldt          Getting into mechanicals: what do you think about having a mezzanine up here to put heating equipment? Does anybody have an opinion on that? Someone will have to climb a ladder to access it to change filters, maintain it. Or else we have to provide a room for it. Phil talked about using space here, but then we'd be shooting air all across here. I don't think that's going to be efficient.



Pederson I think that makes sense (*to use a mezzanine*).

Bembenek To have it up on the top, to use up that space.

Pederson You could build a steel stair into the storage room that would take you up to the mezzanine.

Grunwaldt You could do that.

Kluck If you did put a furnace up there, would that be able to heat the fire dept., meeting room and town office area?

Phil D. Possibly, if they're not required to be separate, fire separated.

Grunwaldt Chances are they're not going to have to be. To answer your question, yes that would make a lot of sense.

Kluck Rather than having 5 furnaces. We've got 5 furnaces down there now and that just doesn't make sense.

Grunwaldt The number of furnaces will be zoned, so I don't see that as a problem. What I do see as a problem is outside air. So if we are enclosed here, we have to provide a gooseneck up through the roof or somehow we have to duct it so as to get outside air. Not for combustion air but for air exchange. We might need some really large goosenecks up there which might not be so bad if you don't see them from the front.

Kluck It would be a good question for your heating experts.

Grunwaldt Yes, it would be. Absolutely, good point. We would be centrally located if this whole thing was a mezzanine, to provide air over here, not a problem, and catch everything over here. Then this would be on its own system.

Kluck When you bring in these people, are you planning on bringing in the telephone company?

Grunwaldt No.

Kluck Maybe you should. How many phone lines do you have here?

Wolle We have 2 phone lines and one designated fax line.

Kluck I would like 2 phone lines and a designated fax. I don't know if you want more than that.

Wolle There are only 2 of us to answer the phones.

Brilowski            If another one starts ringing, it's going to keep ringing until the other one is free to answer it.

Kluck                If the fire inspectors are on a call, I don't want to wait until they are done before I can make a call. That's part of the issue we have right now.

Brilowski            That happens, sometimes someone is on the phone and we have to wait until they're done to access a line.

Kluck                You'll have to have the phone company come in and put the phone lines in, correct?

Grunwaldt           We won't at this level right now, but we will at the next step. We'll show all the outlets for phone jacks. You'll have to decide then how many you want to bring in to the building, which usually is not a big deal. We just did a 28 bed CBRF and we're bringing in 52 pairs of lines which will give them 40 some lines plus future expansion. So for them to bring in 20, you're not paying for 20 lines, but you've got the availability there to work off of. That will go hand and hand with communications, internet and cable. With our engineers, we will look at the central heating area. We'll look at revising this area here. We know we need to work out this front secured area. We'll look at moving this out and snow plowing requirements. Leave this in, flip flop this over to the other side and work in a hose tower. Either we can meet again as a committee or I can take that and go a step further and meet with the individual departments or we can all meet together here, however you want to do it.

Bembenek           It would be better to go individually, meeting with the different department, then everybody can get together after that. I think that would be better, unless somebody else thinks different.

Kranig               I agree.

Bembenek           That way you can take the time it needs with each department to get it hashed out then get back together as a group.

Grunwaldt           We'll do that before I bring my engineers in here. But in the meantime, I think I'll bring them in here just to do a tour of the facility. I'd like to do a tour of the fire department, maintenance.

*Some conversation lost with several people talking at the same time.*

Kluck                What we were looking at was some kind of a maintenance bay when we have to take a truck out of service for whatever is wrong with it and it will have to sit there.

Grunwaldt           I thought that was going to combine with this. This was going to be a truck wash and maintenance bay. That's the idea. That is the idea for the tool room and records storage for that as well.

Kluck                Okay, that covers it. I don't want to run into the problem we had last time which was to buy a fire truck to fit the station. We actually could have bought a cheaper truck, but it wouldn't fit.

Kranig But you're pretty much done buying equipment, is that correct?

Kluck You're talking to me? I think we're probably pretty much done buying anything new. Swapping out and replacing is what we're after. Then again, we bought used last time and that was the problem, we couldn't fit it into the area that we had.

Fritsche This truck is 6 feet longer than the one we got rid of.

Kluck I'll give you those dimensions, you can look at it, if you need to downsize it, I don't have a problem with that. I'd rather have enough room than try and go back to trying to jam everything in.

Grunwaldt Right. I think you'll be in good shape. Almost anything is better than what you have. I think you'll find that there will be ample space in there, I'm hoping.

Kluck I'll get you those measurements that we have now.

Pederson One of the things I was impressed with at both Bancroft and Stockton was the placement of windows high up that brought in natural light during the day so that it eliminated the need for a lot of electrical lighting at certain times. So if that works into the plans, that might not be a bad idea.

Fritsche If you slope from front to back with the roof line like you were suggesting, that might work. At least in the apparatus bays for higher windows. We'll be facing south there.

Pederson I think they had a lot of windows in the doors in Bancroft.

Kluck I've talked to the guys about that and there are a lot of mixed reviews. We had a lot of windows in the doors that were previously in the fire department back in the late 70's and early 80's and we had a lot of issues with BB gun holes and rocks and that type of thing. Higher up windows in the doors, one set all across, I think that would be great. On the east side where the wash bay is, big 4 x 8 foot windows like Bancroft had, I think that would be great for lighting in there.

Grunwaldt You will be limited in the apparatus bay because you will be all doors and you won't have much space for windows and in the side, you're not going to be taller than the adjacent ones.

Kluck The reason I'm thinking higher up windows is because then you don't have people peaking in. They would be too high for that but still we would get some light out of that.

Grunwaldt That's a good idea. Here and here we could put them in the door too and put some alongside if need be. Here, depending upon how we redo this, we could maybe sneak some windows in here. Here (*on the front*) we're definitely going to have glass. Here however, we wouldn't have that opportunity, but you're going to have windows in all the exterior offices so you'd get some borrowed light through here.

Fritsche            Would there be any advantage to putting a skylight above that open office area to bring some natural light in to that area?

Grunwaldt         We certainly can do it, it depends upon how you feel about skylights.

Kluck              What kind of roof are you thinking of?

Grunwaldt         Metal.

Kluck              What about exterior walls?

Grunwaldt         We'll do something with decorative masonry on the front, or brick or something, but the rest of it will be metal.

Kluck              You wouldn't need a sprinkler system out front, right, because it'll all be blacktop? You have the issue right now. Mel brought it up, because of the sprinklers out front, you have iron marks on the building because of iron in the water.

Pederson          Part of it is the positioning of the sprinklers, so they aim away from the building.

Kluck              You guys have bottled water here, right? So do we. Do we need to consider a water filtration system for drinking?

Pederson          I don't know, I just had a good drink from the bubbler, I didn't find anything wrong with it. We've had it tested.

Kluck              I mean to take out iron. Are there iron problems inside?

Wolle              There are chemicals that would take a lot of that out too.

Fritsche            Like a water softener or something.

Kluck              That's what I was thinking.

Bembenek         The reason you've got bad water there (*at the fire station*) even through you have city water is because you've got bad piping. Everything you've got there is just shot. You've got a little bit of copper, you've got a little bit of galvanized, a little bit of plastic pipe, you've got a little bit of everything.

Wolle              Speaking of that, what does happen with that city water?

Kluck              You shut it off, right?

Bembenek         You'd shut it off at the manhole in the street. But my understanding is if this goes through, that would then become cold storage (*at old fire dept.*). So you'd just shut it off in the street.

Kluck                    The water thing that I'm looking at here is that you'd have toilets that would be stained and that type of thing.

Kranig                    We don't have a problem with toilets being stained now, do we? I didn't think so. You guys will be using more water but we won't. That can be worked out. That doesn't have to be done right now.

Grunwaldt                Right. Because I foresee doing some nice landscaping in the front and creating some planting area to landscape the parking areas to direct people certain ways. It wouldn't have to be grass, it could be decorative stone with trees and shrubs. Once they are established, I wouldn't think you'd need to water them at all.

Pederson                 We'd need something to separate the fire department exits from anything else so that people wouldn't be tempted to park there.

Grunwaldt                Okay, looking good so far? What I'd like to do is to meet next week with the individual departments. I'd like to do that all next week. We'll make all of our changes and then meet next week. I'll have my engineers hopefully through next week too. Then the week after we'll try to get together again.

**6) Determine the next step and task assignments in the process the committee will follow to arrive at recommendations for the board.**

*In general, Todd will use information from this meeting to make updated changes to the plans per discussions with this meeting along with any other information gleaned from the individual meetings with department over the next week or two. He'll also try to take his engineers on a general tour of the building during the next week or two. This compiled information will then be brought to the next meeting either on the 17<sup>th</sup> or 24<sup>th</sup> depending upon how soon it can all be gathered.*

**7) Set next meeting date.** *General discussion about Todd Grunwaldt meeting with individual departments the week of May 10<sup>th</sup> with a potential Building Committee meeting on either Monday, May 17<sup>th</sup> or Monday May 24<sup>th</sup> at 4:30 depending upon how soon information could be gathered and ready. We need 4 days notice (business days) before a meeting.*

**8) Adjourn.** *A motion was made by Marilyn Kranig to adjourn the meeting, seconded by Mark Fritsche. Motion passed. Meeting closed at 6:10 p.m.*

Respectfully submitted,

Patty Amman, Building Committee Secretary  
Town of Hull, Portage County