



# MUNICIPAL BUILDING COMMISSION

JOHN F.D. JACOBI, CHAIR

TERRI DESISTO  
EDWARD STANTON  
JACQUELINE ROMANIECKI  
GALE CLARK

GERRY FRICOT  
MICHAEL TYLER  
ANDREW ACOSTA  
KELLY BENNETT

## MINUTES

December 8, 2021 @ 5:30 p.m.  
City Hall & Remote Access via Zoom

Call Meeting to Order at: 5:31pm

**Roll Call** – Jackie Romaniecki, Ed Stanton, Kelly Bennett, Andrew Acosta, Gerry Fricot, Gale Clark (remote)

**Others present** – Evan Warner, Marc Zawatsky, Amy Rhilinger, Jeremy Stull

**Minutes:** Vote to approve November 3, 2021 Minutes and November 22, 2021 Minutes  
APPROVE 7-0

**Bills & Payments:** Vote to confirm payment of the following invoices:

VOTE: To approve the below listed bills for payment  
APPROVE 7-0

Project	Vendor	Invoice No.	Date	Description	Amount
Library Repair	TRAC	Application 13	11/30/21	Work through nov	\$60,096.45
Library Repair	STV   DPM	90022703	11/8/21	Work through 10/29	\$7,093.00
Library Repair	STV   DPM	90022972	12/6/21	Work through 11/26/21	\$4,641.00
Library Repair	BH+A	25292	11/22/21	Completion phase	\$1,275.00
Library Repair	BH+A	25293	11/22/21	Accessibility	\$440.00
Fire Roof	Port Consulting	21-902	11/30/21	Task II through 11/30	\$4,200.00
Fire Roof	CBI Consulting	34410	10/27/21	Hazmat and struct. Engr	\$9,295.00

Fire Roof	CBI Consulting	11/23/21	34546	Contract admin	\$2,625.00
Gym Floors	Port Consulting	21-992	11/30/21	Work through 11/30	\$1,200.00

**Library Repair Project**

Project Update

EW shared progress photos. Since last month: accessibility work continued, panel work ongoing, the 3 missing windows installed, balconies painted and installed, lampposts restored and illuminated. Much of this work not on current TRAC pay app, but will be on next month's. 99% complete as of this pay app. Small punchlist remains and was mainly completed last week. Some miscellaneous HVAC and fire control is what remains. Hopeful for closeout next month but holidays and vacations may complicate schedules.

Elevator lockout – separate from TRAC contract – waiting on materials. Plumbing work related to hose bib – also outside of TRAC – scheduled for tomorrow.

Roof moisture issue addressed and warranty is valid.

Budget Update

Remains unchanged, roughly \$1m unexpended

Change Log

Waiting on better pricing for granite caulking. Conditions same as past decade, one more winter will not be catastrophic

Soft Cost Log

Unchanged since last month

**Fire Dept Roofs**

Contractor Update

- 1.) Budget tracking to budget/slightly better. CBI approved some CRs that will result in a net credit.
- 2.) HQ near substantial completion. 100% of membrane roofing installed, doing the edge cap and detail this week. Waiting on inspection. Took 9 working days to get this work done and they will now transition to Briggs Corner. On Schedule.

Of note – a Gibson employee stepped between two joists and partially fell through the kitchen ceiling. Minor injuries and, OSHA report filed, project continued after a safety standdown. Gibson fixing the ceiling.

**Elementary School Gym Floors**

Designer Recommendation to Award

Fee proposal received from CBI and deemed suitable by City. Will attempt to accelerate design schedule.

School department will have input on material submittals.

VOTE to approve \$58,000 design contract with CBI

Approved 7-0

**Next Meeting Date: 1/5/22 at 5:30pm City Hall**

**VOTE: To adjourn. 7-0**

**Time of adjournment: 6:10pm**