

THE FOLLOWING ARE THE OPEN MINUTES OF THE AD HOC FOX RIVER INDUSTRIES ARCHITECT SELECTION COMMITTEE MEETING HELD AT FOX RIVER INDUSTRIES, 222 LEFFERT STREET, BERLIN, WI 54923 ON WEDNESDAY, FEBRUARY 1, 2017 AT 6:00 P.M.

PRESENT: John Gende, Member
Ed Schuh, Member
Vicki Bernhagen, Member
Marian Sommerfeldt, Member
Michael Starshak, Member
Scott Weir, Member
Nick Toney, Chairman

OTHERS PRESENT: Harley Reabe, Green Lake County Board Chair
Jason Jerome, Director, DHHS
Dawn Brantley, Services Coordinator, FRI
Becky Voeltner, Production Supervisor, FRI

Certification of Open Meeting Law: The requirements of the Open Meeting Law have been met.

Call to Order: The meeting was called to order at 6:00 p.m. by Chair Toney.

Pledge of Allegiance: The Pledge of Allegiance to the Flag was recited.

Approval of Agenda: Motion/second (Bernhagen/Gende) to approve the agenda. All ayes. Motion carried.

Minutes: The minutes from 9/13/16 meeting were reviewed. Motion/second (Starshak/ Bernhagen) to approve the minutes. All ayes. Motion carried.

Fox River Industries Architect Selection and Facilities Study:

Members reviewed the RFP draft originally created by Weir and Schuh and subsequently reviewed by Corporate Counsel. Discussion followed with questions about how many phases the project might have, when to involve the city Building Inspector in the process, the possible need for a sprinkler system in the kitchen area, the possible need for a title insurance company, a suggestion to include in section B that the proposal will incorporate an architectural review, that we ensure the RFP stipulates that the architect develop state certified plans, that the plans provided stipulate "as built", that the final payment be subject to lean reviews, and that the contractor is to provide manuals and warranty information for all added equipment. There were also questions regarding the final line on page 5 and who would be the two signers on the RFP. Further discussion was held regarding the relationship between FRI, DSI and Green Lake County. Motion/second (Bernhagen/ Starshak) to request approval of the proposal with changes by Corporate Counsel and the County Administrator as recommended by Ad Hoc Fox River Industries Architect Selection Committee. All ayes. Motion carried.

Next meeting: Date to be determined

Adjournment: Toney adjourned the meeting at 6:51 pm.