

DATE: March 3, 2015

**ROAD AND BRIDGE, BUILDING AND GROUNDS
DECEMBER, 2014 THRU NOVEMBER, 2015**

**FIRST AND THIRD MONDAYS OF THE MONTH
COUNTY BOARD ROOM AT THE COURTHOUSE AT 4:30 P.M.**

COMMITTEEMAN:

- (~~l~~) Danny Melvin - Chair
- (~~l~~) David Rea - Building & Grounds
- (~~l~~) Steve Leek
- (~~l~~) Kenny Hungate
- (~~l~~) Neil Hargis
- (~~l~~) Tom Vaughn
- (~~l~~) Alan Price
- (~~l~~) Jack Warren
- (~~l~~) Randall Crocker - County Board Chair

MINUTES: The meeting was called to order at 4:36 p.m. by chair, Danny Melvin. All members were present, also in attendance were, Franklin County Sheriff, Don Jones, Franklin County Treasurer, John Gulley, Franklin County Clerk, Greg Woolard, Franklin County Coroner, Marty Leffler, Regional Superintendent of Schools, Matt Donkin, Franklin County Engineer, Mike Rolla, Franklin County Supervisor of Assessments, Cindy Humm, Franklin County Board Administrative Assistant, Gayla Sink, Franklin County Recycling Coordinator, Keith Ward and other interested parties.

Danny Melvin submitted the highway department claims which were approved and signed by all members present.

Franklin County Engineer, Mike Rolla reported the highway department union workers contract had been settled. Mr Rolla reported on the recent snow event, a buried electrical line at the Campbell building and helping to build a parking lot at the Franklin Hospital.

Baysinger Architects made a presentation concerning the proposed upgrading of the Campbell building, the Courthouse and Administrative office needs, discussion followed, a copy of the presentation is hereby attached as a part of these minutes.

David Rea reported on recent snow removal, heating problems, now corrected at the Courthouse and the new drains at the Courthouse.

The meeting adjourned at 5:50 p.m.

Minutes submitted 3/3/15

Danny Melvin
Chair, Road and Bridge Committee

Franklin County Courthouse and Administrative Office Needs

A. Needs Overview / Where You are At

1. Courthouse

- **Aged County Courthouse with Infrastructure Needs:** Existing aged courthouse of significant cultural and historical value to the region in poor condition both functionally and aesthetically. Significant repairs in the following categories will be necessary in order to maintain building functionality - both short term and long term.
 1. Site
 2. Structure
 3. Building Envelope
 4. Electrical
 5. Mechanical
 6. Vertical Transportation (Stairs & Elevator)
 7. ADA Accessibility
 8. Interior Finishes
- **Insufficient Space for Needed Courthouse Functions:** Limited space for existing judicial functions necessitates the removal of some existing county functions not relative to the judicial process and relocation to the county administrative facility. Specifically, needed expansion of the Circuit Clerk and Traffic offices will necessitate the relocation of the County Clerk and Treasurer functions.

2. Annex Administrative Facility Limited Space & Functionality: Existing Annex Administrative Facility cannot provide the necessary square footage, functionality, and environment required to support the current county administrative offices. Significant expense would be necessary to remedy these limitations in the existing facility.

B. How Do You Move Forward?

1. **Educating the Board and the Public as to Current Conditions:**
 - Research on Current Conditions and Specific Scope Of Work Necessary – see 2/2/2015 letter for specific scope items discussed to date
 - Presentation of Scope to Public (Cost General)
2. **Educating the Board and the Public as to Project Approach**
 - Scope of Work Items with Cost (general or detailed)
 - What End Product Will Look Like and How it will improve County Functions
 - Project Schedule and or Phasing
 - How Project Costs will be Paid
3. **Referendum on Project Financing / Ballot Question: Sales Tax Increase**

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4. Board Decision on Scope Items to be Completed with Available Funding

5. Design of Project and Contractor Bid within Scope and Funding Parameters

B. How We Can Help...

1. Create Detailed and Prioritized Scope of Work Necessary
2. Create Preliminary Cost Estimate on Work Items
3. Create Exterior Courthouse Rendering – potential completed project image
4. Create Exterior & Interior Campbell Building Rendering – potential completed
5. Strategize Detailed Project Approach
6. Complete Design Documents for Project
7. Construction Administration of the Project

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Potential Project Approach / Schedule:

- March 2, 2015 Approve BDG to complete Scope of Work List and Renderings. Discussion on whether Cost Estimate work should be completed at this time.
- March 17, 2015 BDG provide Scope of Work List and Renderings to Board for dissemination to Public
- April 7, 2015 Election / Ballot Question Resolved
- April 20, 2015 Move Forward with Design Documents for the Campbell Building Renovation
- August, 2015 Bid Documents Complete - Campbell Building
- September, 2015 Contractor Selected / Construction Begins - Campbell Building Design of Courthouse Project Begins
- February, 2016 Campbell Building Construction Completed
Bid Documents Complete Courthouse Project
- March, 2016 Move Annex Building and Courthouse functions into Campbell Building
Contractor Selected / Construction Begins Courthouse Project
- January – March, 2017
Courthouse Construction Complete

Baysinger Design Group, Inc.

DATE: March 16, 2015

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- (~~l~~) Alan Price
- (~~l~~) Jack Warren
- (~~l~~) Randall Crocker - County Board Chair

MINUTES: The meeting was called to order at 4:52 p.m. by chair, Danny Melvin. All members were present, also in attendance were, Franklin County Sheriff, Don Jones, Franklin County Clerk, Greg Woolard, Franklin County Circuit Clerk, Nancy Hobbs, Regional Superintendent of Schools, Matt Donkin, Franklin County Engineer, Mike Rolla, Franklin County Supervisor of Assessments, Cindy Humm, Franklin County Animal Control Supervisor, Thad Snell, Franklin County Board Administrative Assistant Gayla Sink, Franklin County Recycling Coordinator, Keith Ward and other interested parties.

Franklin County Engineer, Mike Rolla reported on the recent heavy rains and stated all county roads were now open but there was some road damage. Mr Rolla reported he had met with the EDA concerning parking at the Courthouse and a plan would be presented to the board. Mr Gulley stated three bridges were now under construction in the county. Mr Rolla reported on a collapsed tile near the storage facility resulting in a hole four feet deep and five feet in diameter with problems with fiber optic and water lines. There is a question of who is responsible for the repairs.

Danny Melvin reported he, Gayla Sink and Randall Crocker had met with the Architect about the Campbell building but the drawings were unacceptable, new drawings should be ready soon.

David Rea reported on groundwater in basement of the Courthouse due to recent heavy rain, heat pump replacement in basement at Courthouse and new type door handles installed at the Courthouse.

The meeting adjourned at 5:15 p.m.

Minutes submitted 3/17/15

Danny Melvin
Chair, Road and Bridge Committee