



**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN**  
**MEETING AGENDA OF THE AD HOC PUBLIC SAFETY**  
**BUILDING RENOVATIONS COMMITTEE**  
Weston Municipal Center Board Room  
4747 Camp Phillips Road, Weston, WI 54476

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**Thursday, December 7, 2023, at 5:00 p.m.**

A quorum of members from other Village governmental bodies (boards, commissions, and committees) may attend the above-noticed meeting to gather information. If a quorum of other government bodies are present this would constitute a meeting pursuant to "State of Wisconsin ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553,494 N.W.2d 408 (1993)". Therefore, no official actions other than those of the BOARD OF TRUSTEES shall take place.

Any interested persons may attend the meeting via the Zoom link listed below.

**Join Zoom Meeting:**

<https://us06web.zoom.us/j/88512197524>

**Join Zoom Meeting by Phone:**

+1 312 626 6799 US (Chicago)  
**Meeting ID: 885 1219 7524**

**AGENDA ITEMS**

1. Meeting called to order by Chair Jasper Hartinger
2. Roll Call
  - a. Hartinger, Cronin, Finke, Pinsonneault, Schulz, Tatro
3. [Meeting minutes 08/09/2023](#)
4. Review of finalized Exterior Improvements
5. Discussion and Possible Action on Proceeding with Interior Improvements
  - a. Small items identified/completed
  - b. Scope of interior items
  - c. Design Specifications for proposal
  - d. Summary discussion of Scope of Work from Kueny Architects

**REMARKS FROM MEETING PARTICIPANTS**

**PUBLIC COMMENTS**

**ADJOURN**

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the Village will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the Village Clerk at 715-359-6114 or [clerks@westonwi.gov](mailto:clerks@westonwi.gov) to discuss your accessibility needs. We ask your request be provided a minimum of 72 hours before the scheduled event or meeting. If a request is made less than 72 hours before the event the Village will make a good faith effort to accommodate your request.

This Notice was posted at the Village Municipal Center, on [www.westonwi.gov](http://www.westonwi.gov) and transmitted to media partners on December 6, 2023.



VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN  
MEETING MINUTES OF THE AD HOC PUBLIC SAFETY  
BUILDING RENOVATIONS COMMITTEE  
Weston Municipal Center Board Room  
4747 Camp Phillips Road, Weston, WI 54476

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Wednesday, August 9, 2023, at 5:30 p.m.

**AGENDA ITEMS**

1. Meeting called to order by Chair Jasper Hartinger

Hartinger called to order the meeting at 5:30 p.m.

2. Roll Call

<u>Public Safety Building Renovations Member</u>	<u>Present</u>
Hartinger, Jasper	Yes
Cronin, Steve	Yes
Pinsonneault, Jim	Yes
Chief Clay Schulz	Yes
Chief Josh Finke	Yes
Tatro, Scott	Yes

Also Present

Donner, Keith

Jon Wallenkamp, Kueny Architects via Zoom

Lee Anderson, Kueny Architects via Zoom

3. Meeting minutes 06/01/2023

*Motion by Cronin, second by Pinsonneault to approve minutes from 06/01/2023.*

Yes Vote: 6 No Votes: 0 Abstain: 0 Not Voting: 0 Result: Pass

<u>Member</u>	<u>Vote</u>
Hartinger, Jasper	Yes
Cronin, Steve	Yes
Pinsonneault, Jim	Yes
Chief Clay Schulz	Yes
Chief Josh Finke	Yes
Tatro, Scott	Yes

4. Update on Schedule for Exterior Improvements

Donner spoke about coordination with local vendors. On-Point Power Washing completed the power washing of the outside of building, Dan Raczkowski finished the tuck pointing, Northern Caulking has been working on the caulking of the building. Omni

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will start masking/painting next week. Tatro said staff will be taking antennas, speakers, dishes off buildings. Taylor Insulation will be working on the duct installation the week after. In addition, Norcon will be working on the concrete near the apparatus bay next week as well. Norcon will be doing the work in two concrete pours instead of three. Village staff will be working on the island when time allows. Cronin asked if there would be a screen on vents to keep animals out. Tatro said yes there will be. Pinsonnault asked if the downspout repairs are done, Donner and Tatro said yes. Donner said there was a request for another gutter downspout on the eastern outbuilding on the north side that will go into contingency. Donner said we can have paint samples for the outside of building on the building to see how it looks. Pinsonnault asked if the paint was called out in the spec. Donner said yes it was. Donner said Omni will do a lintel preparation on a time and material basis because it was not in the scope. Donner said Omni has a completion date of October 2<sup>nd</sup>. Finishing Touch and staff needs to coordinate the timing of the monument removal and the new signage being installed. Donner indicated that Finishing Touch requested the vector file for fabrication of sign. Kueny Architects and the committee talked about the acrylic sign chase being one piece versus two pieces. Staff will need to reach out to Finishing Touch to discuss the specs on the acrylic chase and pigmentation.

**5. Discussion and Possible Action on Proceeding with Interior Improvements Design, Specifications, and Bidding.**

Wallenkamp will send the most recent notes he had about the additions and deductions of the interior walk through. The committee compared notes that they had taken: HVAC in ladies locker room needs to be updated, removing wallpaper, acoustical ceilings, flooring, wall, showers, and roof. Cronin asked if we should hire someone to walk through and assess the situation. Cronin said we have a general idea of the scope we need a professional to help us get a package. Tatro said we should do this right and hire a firm to be a project manager and look at the specs. Hartinger said we could look at local construction companies for this. Donner said this is for professional services, this is not a Public Works bid, we can send out a proposal request it does not need to be advertised. Donner said once we decide the scope of the work and the construction work gets determined then the bidding requirements by statute are required. The request for proposal will invite the firms to do a tour on a walk-through date. Tatro will walk through with new bidders/architects and discuss what is needed in each area. Tatro said we need to spec this out to make sure we are getting apples to apples. Finke would like to get his own contractors to do the small things himself, the committee agreed to this request. Hartinger would like Omni to look at the additional garage bay interior in the SAFER area, get someone to look at HVAC, and design services. Schultz wants to look at the proposals first, and then we change whatever we want. Pinsonneault would like to see two separate bids – one for writing the specifications, and one for managing the project. Schultz said that the interior project is not time sensitive, we can take our time and do it correctly. Donner recapped that we would get the proposals first from the architectural firms, then they will put together the bidding documents for the actual work. Hartinger would like to look at the option of having general contractors with architectural firms and architectural firms by themselves.

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**REMARKS FROM MEETING PARTICIPANTS**

None.

**PUBLIC COMMENTS**

None.

**ADJOURN**

*Motion by Tatro, second by Cronin to Adjourn at 6:30 p.m.*

**Yes Vote: 6 No Votes: 0 Abstain: 0 Not Voting: 0 Result: Pass**

<u>Member</u>	<u>Vote</u>
Hartinger, Jasper	Yes
Cronin, Steve	Yes
Pinsonneault, Jim	Yes
Chief Clay Schulz	Yes
Chief Josh Finke	Yes
Tatro, Scott	Yes