

The Wright County Board met in regular session at 9:00 A.M. with Husom, Sawatzke, Daleiden, Potter and Borrell present.

#### **MINUTES**

Husom moved to approve the 2-23-16 County Board Minutes as presented, seconded by Daleiden. Borrell requested the following corrections to 2-23-16 County Board Minutes relating to the 1-19-16 Committee Of The Whole Minutes: Page 4, 1<sup>st</sup> paragraph, 15<sup>th</sup> line should read, "Noting that as long as some vegetation is maintained it is allowed"; Page 4, 1<sup>st</sup> paragraph, 19<sup>th</sup> & 20<sup>th</sup> lines, remove the following sentences, "Riley stated that the difference might be the minimum acres, Wright County has 4 acres. It is based on animal units; and, a horse is two acres and with four acres you could have two horses"; Page 4, 2<sup>nd</sup> paragraph, 7<sup>th</sup> line, remove the following sentence, "Borrell felt the property with the chickens should be sent to the State for a determination."

Lee Kelly, County Coordinator, asked the Board to take separate action to approve the 1-19-16 Committee Of The Whole Minutes. Husom and Daleiden withdrew the motion to approve the Board Minutes.

Husom made a motion to approve the amended 1-19-16 Committee Of The Whole Minutes regarding feedlots as discussed, seconded by Daleiden, carried 5-0.

Daleiden moved to approve the 2-23-16 County Board Minutes as amended, seconded by Borrell, carried 5-0.

#### **AGENDA**

Sawatzke made the following correction to the Agenda: Highway Engineer 9:10 A.M. Item, change from "Owners Committee Of The Whole Minutes" to "Owners Committee Minutes." Daleiden moved to approve the Agenda, seconded by Potter. The motion carried 5-0.

#### **CONSENT AGENDA**

On a motion by Potter, second by Daleiden, all voted to approve the Consent Agenda:

- A. ADMINISTRATION
  - 1. Refer Request to Appoint Interim Recorder to the 3-09-16 Personnel Committee Meeting.
- B. ADMINISTRATION
  - 1. Request Approval of MOA with Teamsters Local 320 Sheriff Essential Supervisor Unit Regarding Off-Duty Law Enforcement Work.
- C. ADMINISTRATION
  - 1. Request to Postpone Implementation/Effective Date of Revisions to Policy 506 Business Related Expense Reimbursement as Approved by County Board on 1-19-16.
- D. ADMINISTRATION
  - 1. Refer IT Expansion Project to Building Committee
- E. AUDITOR/TREASURER
  - 1. Position Replacement:
    - A. Chief Deputy Auditor/Treasurer - Property Tax Administrator
  - 2. Approve Renewal of 2016 Tobacco License for:
    - A. City of Otsego: Shag-bark, Inc. DBA Riverview Liqueur.
- F. AUDITOR/TREASURER
  - 1. Approve Claims as Listed in the Abstract, Subject to Audit, for a Total of \$250,947.57 with 161 Vendors and 241 Transactions.

- G. HEALTH & HUMAN SERVICES
  - 1. Position Replacement
    - A. Office Technician II
- H. INFORMATION TECHNOLOGY
  - 1. Refer to the Personnel Committee Request to Hire Sr. Systems Engineer Above 12% of Beginning Hiring Range.
- I. SHERIFFS OFFICE JAIL DIVISION
  - 1. Position Replacement:
    - A. Corrections Officer

## TIMED AGENDA ITEMS

### **BRIAN ASLESON, CHIEF DEPUTY ATTORNEY**

Approve Retaining Paul Bakken To Perform Two Additional Appraisals For Purposes Of Tax Court

Borrell moved to approve the request, seconded by Potter, and carried 5-0

### **VIRGIL HAWKINS, HIGHWAY ENGINEER**

Review & Approve Of Owners Committee Of The Whole Minutes From 1-07-16 & 2-04-16, Pertaining To The Construction Of The New Highway Department Facility.

Sawatzke made the following changes to the 1-07-16 Owners Committee Of The Whole Minutes: Page 1, change from "Owners Committee Of The Whole" To "Owners Committee" and remove "Husom, Daleiden and Borrell" as "Absent." At today's County Board Meeting, discussion occurred on the bronze plaque for the new Highway Building. Hawkins stated that the plaque, estimated at a cost of \$1,000-\$1,500, will not be paid for with County dollars. Sawatzke said the plaque examples contain inaccurate information and stated that Hawkins should verify that it gets corrected. Hawkins stated the stained floors will be discussed at the 3-03-16 Owners Committee Meeting. Bids for the lube system will be presented at the next County Board Meeting. The budget estimate is \$280,000 and bids came in at \$229,000. Potter moved to approve the 1-07-16 Owners Committee Minutes as corrected, seconded by Daleiden. The motion carried 5-0. The Owners Minutes follow:

#### **1. Project Update**

Heat is now on in the enclosed facility, and things are drying out, making the area a lot more comfortable.

Francois encouraged everyone to take a tour of the facility to check on the progress. Hard hats and vests are still required.

Francois distributed what he referred to as a "four-month rolling schedule [Attachment 1]," and reviewed the progress that had been made in the previous month and explained current operations. He explained that roofing operations can slow down the progress a bit because of all the requirements that need to be met in order to protect the warranty. A couple of areas inside are being compacted, and they will be bringing in a sand cushion for the slab on grade to be poured. They are still working on the loading dock with piping, but a significant portion of the work is done. Soils have been tested by Braun to make sure that the compaction requirements are met and that the heat and fans reach the correct points. They are prepping to pour the interior slab in the wash bay and parts area and are working on completing the below-grade mechanical and electrical rough-ins. In a couple of months, they will complete the roofing and begin the overhead door and window installations. Once the in-floor heat is installed and the slab is poured, they can begin the framing of the masonry walls and put the metal panels on the outside of the office area.

#### **2. Budget Update**

An overview of the budget [Attachment 2] was presented, and Francois said that they are currently running about 10% under budget projections at this time. There are several change orders presented today [Attachment 3], and he said that they have been tracking the dollar value of these and of potential change orders to make sure that the cost is legitimate before they are brought to this committee. PCO #20 is needed to lower a column footing in the vehicle storage area that if left where it was would have been close enough that weight could have pushed it sideways and crushed it. This change was not optional. PCO #48 was for a

**1-07-16 Owners Committee Minutes (cont.):**

handful of steel connections at the top of the masonry wall in the main office area where it goes up to the deck, but since it is not a load bearing wall, the roof can't rest on the deck and the connectors are needed to keep the wall in place. PCO#60 was to add a deflection head receptor to the top of the exterior windows. This was not included in the original bid document, but it was determined during design completion that this is necessary. PCO #70 pertains to a necessary increase in the storm water piping connection from the edge of the building to the first catch basin in order to help minimize the freezing of any drain lines. Storm leaders come through the roof and connect to the storm system. This will change the diameter from 8" to 12" which will help eliminate a total freeze at the most susceptible spot. The cost of replacing the current pipe is about \$3,000, but repair costs in the event of a freeze up are much higher. An immediate decision is not necessary as work on this would not begin until spring. PCO #71 addresses the need to install a pneumatic sump pump in the bottom of the deepest pit of one of the vehicle lifts. There are drains in the other two pits, but they are one foot above the bottom of the deepest pit, and the only other alternative is to hand pump any accumulating water, which would require someone crawling in under the lift, which is not a good option. There could be a float on or a switch which will activate only when water is in there. That decision will need to be made soon and would enhance the functionality and efficiency of keeping the pit dry. PCO #72 covers furring out walls and adding additional drywall in the bathrooms and locker-room toilet areas, which will smooth out the finish rather than leaving the rough side of the precast wall panels exposed. This decision needs to be made soon as it will affect the placement of other walls. PCO #79 is for the purpose of adding two layers of plywood by the office windows in order to anchor the windows and create an air break for better temperature control. PCO #81 is for added insulation and other materials over the precast parapet to help prevent the transfer of cold temps through the concrete. PCO #91 covers a second mobilization to set precast panels at the overhead door. This should have been included in the initial bid as the panels couldn't be set at the east end until the deck was in, but this was overlooked. PCO #92 is to modify the overhead door jamb with a bolted attachment in lieu of welding, which could not be done ahead of time, and now the miscellaneous metals people have to come out and drill holes in 18 overhead doors. PCO #93 is to modify some exterior and some interior doors that need voltage for security purposes. Potter thanked Francois for the update and said that the Board would be informed about the changes. Tagarro commented that he had received the recommended procedures for the PA system and said that it should be good to go.

**3. Other**

- A couple of examples of bronze plaques for display on the building were presented [Attachment 4] and will be shared with the other commissioners.
- Hawkins brought up the issue of reconsidering stained concrete floors, an alternate that had previously been considered and denied by the County Board. Hawkins said that he felt it was in the best interest of this building and the citizens to have a more attractive floor in the area of the hall leading to the back breakroom area and in the breakroom where public meetings will be held. Excluding polished concrete treatment in certain areas such as the locker room and the janitor's room would help lower the price of this extra feature, and the breakroom would be used for lots of meetings for various projects and at times for public gatherings. There was some discussion of whether this was originally included in the plans and whether a compromise could be reached by completing only part of what was first proposed. Francois said that three areas could be sealed, which would help cut down the cost of doing the more public areas. The corridors will have burnished block, so it would be nice to have a stained/polished hallway that would help give a more finished look. Potter said that is willing to consider it, and Larkin said that the sooner he knows what is planned, the better he can protect the site where the stained concrete would be located, as there are some additional precautions needed for stained over just polished. Tile, which is a more expensive finish, was purposely taken out of the initial plan to save on costs, and stained and stained concrete would be a nice substitute. Hatfield commented that the appearance of the interior of the building is also important, as these will be public areas.
- There was some discussion about the appropriate security points at the building, and Russell's Lock and Key will be handling all keys and locks for the facility.

**1-07-16 Owners Committee Minutes (cont.):**

- A bid for the lube system will be advertised in the next week or so. When bids are in, they will be brought to the Board for a decision.

The meeting was adjourned at 11:25 a.m., and the next meeting will be held on February 4, at which time a tour of the building will be given.

(End of 1-07-16 Owners Committee Minutes)

Sawatzke made the following changes to the 2-04-16 Owners Committee Of The Whole Minutes: Page 1, change from "Owners Committee Of The Whole" To "Owners Committee" and remove "Husom, Daleiden and Borrell" as "Absent." Appreciation was extended to staff who have worked on the new Highway Building. The Building was described as nice but not lavish. Daleiden moved to approve the 2-04-16 Owners Committee Minutes as corrected. The motion carried 5-0 on a second by Husom. The Owners Committee Minutes follow:

**1. Project Update**

The meeting was brought to order at 11:25 a.m., immediately following a tour of the new facilities of the Highway Department that began at 10:30 a.m. Construction Manager Larkin gave an update of progress as outlined on the "Four Month Rolling Milestone Schedule." [Attachment 2] All underground utilities are now completed, and slabs have been poured in the signs and parts rooms. Soil has been re-compacted because of the moisture it took on, and the sand cushion has been brought in. Roofing has been completed in the office and vehicle maintenance bay areas. They will continue working on the installation of the roofing over the vehicle storage bay and have been re-compacting any soils that were disturbed inside that area. They are currently installing the in-slab heat in the office area and prepping the floors in the wash bay and vehicle maintenance. The wood blocking has begun around the window openings in the office area, and windows should arrive within the next 10 days. The overhead mechanical and electrical rough-ins are about 75% done throughout the whole area and should be completed within the next two months. They are taking care of the in-floor heating and within six weeks should be about 90% done with all slabs except in the service area. The crew has been working on maintaining access to the construction site and will further improve conditions when warmer weather arrives. Pictures are included in Attachment 2 that show various operations of construction, including in-slab heat piping, floor prep in the vehicle maintenance area, and roofing operations on the vehicle storage area. The black coating on the roof is a vapor barrier which goes down before tar is applied. This makes it water tight, and because the actual roofing is 90 lb., ETM was able to get approval from the manufacturer to do that. Lind said that they have been birddogging the roofing warranty and watching it very closely, which is very important with the changing environment. The contractors have done a very nice job of looking out for Wright County, which is very important for everyone. Larkin said that the entire project is about 60% complete, and more than that once the slabs are poured. Most of the equipment is here except for the lifts and the lift supports and accessories. One change to the budget is the site grading that came in at \$99,730, which is under the original estimate of \$120,000. Other actual site improvement costs, such as asphalt pavement, will be available when 2016 overlay bids are submitted in the spring. Aggregate base will be supplied by the Highway Department. Joint sealant will be applied where necessary, and fences and monument signing will be installed once warmer weather arrives. The vehicle lifts have been purchased, and the bid opening for lube/fluids is scheduled for February 25. The welding room work benches are still out. So far, about \$110,000 in change orders have been approved, and new ones are totaling about \$33,130 at this time, with a potential for approximately \$49,000 more, leaving a contingency of almost \$390,000.

**2. Furniture Update [Attachment 3]:**

Hawkins said that preliminary quotes have been received from three furniture vendors, all of whom work on the state contract and who are Herman Miller vendors. It was decided that this would be a preferred line of furniture, not only because it has proven to be a quality and durable product, but also because of its predominant use in other Wright County offices, which leads to familiarity by the custodial staff when rearrangements and changes are made. One of the three companies rebuild the furniture, collecting pieces from offices that are remodeling or changing out the furniture; and this company was able to offer the lowest quote for essentially the same end result. All vendors offer the same warranty. Larkin said that based on the

**2-04-16 Owners Committee Minutes (cont.):**

current progress of construction, the building will be ready for furniture install by June 1. Hawkins said that he would like to further research the details of the lowest quote received and, if the product meets the needs and the price remains the lowest, he would like to proceed with the order. Two of the quotes came in at about \$200,000, while the low quote was approximately \$150,000. Hawkins would like to move forward and meet with the vendor to discuss the details and determine what additions/changes might be desired, which could affect the final cost. The amount set aside in the budget for this item was \$250,000, but that amount also includes allowances for other office expenditures that will not be purchased through this vendor. A committee of Patsy Waytashek, Barb Holmquist, Chad Hausmann, and Hawkins has been working on these plans. Hatfield added that Herman Miller furniture is durable, easy to work with, and adaptable. Both Potter and Sawatzke voiced their approval for moving forward.

**3. Change Order Update [Attachment 4]:**

PCO #50 for \$4,780 refers to the cost of installing power window treatments in the breakroom area, for three windows that are each 16-18 feet long. Lind said that power shades were specified in the plans, but the specs for the electrical tooling and controls were missed. This change order also includes a rough-in for future card access in the locker room. There are several doors that might need a card reader in the future, and prepping of this door was missed. PCO #68 for a total of \$12,880 covers the cost of installing the overhead doors prior to the concrete slab being poured. Installation is more labor intensive when working on dirt floors, but the expense is more than offset by the savings in fuel cost. Plastic could have been hung over the openings, but that can tear, and heat can vent out through the edges. Strong winds make it a challenge to keep the plastic up. Sawatzke commented that since this change has already been made, it's not really a request. He said that he is fine with the decision, but the committee should have been consulted a couple of months ago. Larkin agreed and added that there wasn't an immediate meeting scheduled and action needed to be taken. He and Ken Francois, project manager, had discussed the payback on this and agreed that he should have talked about it, but it was a good tradeoff. They wouldn't have done it unless they thought the fuel savings would negate the extra cost. PCO #88 for a total of \$14,397 is for the addition of a light pole, base, and fixture for both vehicle driveways. This includes a conduit and the required trenching and will need a crane for installation. Potter commented that this was talked about at a previous meeting, and Hawkins agreed that they had intended to add some street lights to match the others already on the plan. These are typical to what Wright County pays to put in street lights at intersections on county highways, and Hatfield said that they would be photo cell sensitive. Both Potter and Sawatzke agreed that this was a reasonable expense, but anything over \$20,000 would need to be approved by the County Board. PCO #98 is a deduction of \$1,319 to eliminate drain clean outs where they are not necessary at certain locations. PCO #113 was for a deduction of \$2,008 because it was determined that the lights in rooms 171-174 can be fed from a closer panel than originally designated. PCO #118 for a total cost of \$4,400 covers the shoeing down of a white acoustic deck in lieu of welding. The welding was initially begun, but when burn marks appeared, they stopped this action. This deck has a sandwich insulation, and the welding created a little smoke from burning the insulation. Since the deck does not get painted, there would have been visible burn marks from the welding. They had to go through the approval process with the structural engineer, so it was necessary to approve this.

Larkin said that they are about 60% along in the project, with potential change orders totaling approximately \$50,000. Francois is still reviewing this and is vetting out the costs and value. Lind said that most are minor items, but they are making sure that changes are valid before any decisions are made and requests are presented. Larkin commented that as the project advances, the need for change orders decreases. The odds get less and less. Potter said that he is okay with the change orders presented here, with a caveat. He would have preferred that the large expenditure for the overheads had been presented before action had been taken; and Sawatzke said that he was okay for now, but it could have been a problem if they had not agreed. The problem with agreeing after the fact is that this instance could be used as a reason to move ahead with another decision without first obtaining permission.

**2-04-16 Owners Committee Minutes (cont.):****6. Other [Attachment 5]:**

Hawkins said that he would like to revisit the request to include stained concrete in some areas of the building. This had been previously proposed for a larger area, but he was directed to eliminate this feature because it would be in non-public areas, typically used only by employees. This issue has since been discussed with staff, who feel strongly about having good aesthetics in the hallways and breakroom area for the enjoyment of the employees who will frequent the areas on a daily basis and for regular large gatherings, and also for the enjoyment of the public who will also enter these areas on an occasional, or perhaps frequent, basis. Hawkins said that stained concrete had been eliminated for some areas, and he is making a new proposal that includes only the breakroom and the hallway leading to the breakroom. This would be an additional cost of about \$3,600. He said that he would like to bring this issue up again for consideration, as he and other staff members feel that it would be a good aesthetic treatment. Compared with the cost of tile that was one of the original options, Hawkins feels that this would be a good substitute with lower maintenance costs and better durability. Sawatzke asked about the 'cleanability,' and Hatfield said that it cleans up fine and is outdone only by terrazzo flooring, which is much higher in cost. There was some discussion about the durability of sealed concrete in the non-visible areas, and Hatfield said that the cleanup qualities are equal, and he is fine with it. Doors are usually shut to others, so presentation is not as important. Sealed concrete mops up as well as polished concrete. Sawatzke said that he doesn't have a problem presenting this option to the Board; he might still say 'no,' but the others might like it. He expressed his dissatisfaction with the appearance of cracks that might occur in the polished concrete and the chips that might show up. Larkin said that the surface needs to be cut within 24 hours of the installation, and that can help make a difference in durability. He is impressed with Donlar that they go beyond what is actually required. Sawatzke said that this could be taken to the Board for their review.

The next meeting will be held on March 3, 2016 at 10:30 a.m. All members of the County Board will be invited for a tour of the new facility.

The meeting was adjourned at 12:10 p.m.  
(End of 2-04-16 Owners Committee Minutes)

**ITEMS FOR CONSIDERATION****COMMITTEE MINUTES****2-24-16 PERSONNEL COMMITTEE MINUTES**

On a motion by Husom, second by Potter, all voted to approve the 2-24-16 Personnel Committee Minutes, which follow:

I. Request to Hire Full-Time Diesel Mechanic (County Board)

Vacant Diesel Mechanic position since September due to Work Comp injury. Employee is currently on medical restrictions working in a transitional role. Based on current workability report and possible permanent restrictions, the employee may not be able to perform majority of the essential duties of the position.

**Recommendation: approve request to hire full-time Diesel Mechanic.**

II. Request to Increase .8 FTE Planner Position to Full-Time Position (HHS Board)

(End of 2-24-16 Personnel Committee Minutes)

**2-24-16 WAYS & MEANS COMMITTEE MINUTES**

Husom moved to approve the 2-24-16 Ways & Means Committee Minutes, seconded by Borrell, and carried 5-0. The Ways & Means Committee Minutes follow:

**2-24-16 Ways & Means Committee Minutes (cont.):****I. Motor Pool Year (Laid over from 1/13/2016)**

Vergin provided information on actual costs through the end of 2015 to operate the Motor Pool. With total costs including depreciation and insurance, the cost per mile was 58 cents; when extracting out start up costs the cost per mile decreased to 53 cents. Costs were then shared with regards to other departments that operate their own fleet. Based on data Vergin collected from 2010 through 2015, the Assessor's office averaged 50 cents per mile to operate their fleet of 5 vehicles during that six year span. The Planning & Zoning department averaged 46 cents per mile from 2010 through 2015, with a fleet of 6 vehicles. It was noted that depreciation will make the cost per mile fluctuate dependent on when vehicles are added to the fleets, as well as repairs with older vehicles.

The Committee agreed that the information provided was good information to have, and that at this time feels that the Motor Pool is a good resource to have, however acquisition of new vehicles is not recommended.

**Recommendation:**

Staff shall continue to track usage and costs of the motor pool to see the benefits; however economics at this time do not warrant acquisition of new vehicles. Staff can pursue the addition of a vehicle to the pool, and replacement of vehicle(s), through vehicle(s) from the Sheriff's Auction.

(End of 2-24-16 Ways & Means Committee Minutes)

**SCHEDULE COMMITTEE OF THE WHOLE MEETING TO DISCUSS CURRENT PUBLIC WORKS BUILDING**

Potter made a motion to schedule the Committee Of The Whole Meeting for 3-29-16 at 10:45 A.M., seconded by Husom. The motion carried 5-0. The Meeting will be held at the current Public Works Facility.

**CANCEL BOARD MEETING IN MONTHS WITH FIVE TUESDAYS (MAY, AUGUST, NOVEMBER)**

On a motion by Husom, second by Daleiden, all voted to cancel the following Board Meetings due to five Tuesdays in the month: 5-31-16 and 11-22-16. Cancellation of the August meeting will be discussed at a later date.

**I-94 WEST CORRIDOR COALITION FUNDING REQUEST**

Potter said the I-94 Coalition has requested additional funding to aid in their goal of working with the Legislature and MnDOT to assure the I-94 projects are kept on the horizon. In the past, Wright County's contribution has ranged from \$7,500-\$8,000. He said at a recent Urbanized Boundary Meeting, most were not aware of the Nuclear Plant in Monticello and that I-94 is utilized as an evacuation route. Daleiden said Otsego and Albertville areas will benefit from expansion due to development. Daleiden moved to increase Wright County's membership to \$10,000 for 2016, seconded by Husom. Discussion followed on the TH 55 Corridor Coalition and the Hwy. 12 Safety Coalition. The initial contribution to the TH 55 Corridor Coalition was \$10,000/year but recent contributions have been \$1,000/year. Borrell said a Hwy. 12 Safety Coalition Meeting will occur on 3-03-16. The motion carried 5-0.

**ADVISORY COMMITTEE / ADVISORY BOARD UPDATES**

1. Joint Ditch Meeting. Borrell attended a meeting in Hutchinson last week. Discussed included how assessments for joint ditch expenditures can vary between counties. Hiivala is part of a State Ditch Committee which is working on consistency of assessments for joint ditches.
2. Food Shelf Event. Borrell, Sawatzke, Husom, and Representative Marion O'Neill participated in an event sponsored by the Farm Bureau Agency. Cub Foods, the Farm Bureau, and the Wright County Dairy Association contributed product and funding which was distributed to the Buffalo Food Shelf, Howard Lake Food Shelf, and the WCCA in Waverly. Thanks was extended to the Delano Food Shelf who was targeted to be a recipient. Since their Food Shelf is doing well, they opted out and allowed the donations to be given to others.
3. Feedlot Meeting. Daleiden and Borrell attended a meeting last week.
4. River Rider. Sawatzke and Borrell said the River Rider group hasn't met in a couple of months. The State may not have completed their audit. Sawatzke expects the rebate soon related to the gas tax.

**ADVISORY COMMITTEE / ADVISORY BOARD UPDATES (cont.):**

5. Mental Health Center Board Meeting. Sawatzke and Husom attended a meeting on 2-29-16 where a report was provided by the new Executive Director. Included were action items and areas for improvement. Sawatzke said the Mental Health Center Board was impressed with the Director.
6. 7W Committee Meeting. Potter attended a meeting on 2-26-16. There are a lack of projects being submitted for the TED Program (Transportation and Economic Development). Projects must abut state highways.
  - Funding for a bus for Trailblazer Transit was approved.
  - Wright County is the recipient of \$2.3 million for CR 19 improvements from Lamplight Drive to 70<sup>th</sup> Street to extend from two to four lanes. It is the single largest project in the District.
  - The trail from Buffalo to Montrose was approved, a project submitted by the Parks Department. The funding request was for \$296,880 with a local match of \$74,000.
7. Pre-Legislative Session with Mary Lahammer from TPT Public Television. Potter attended the Session on 2-29-16. Discussion was on the State's \$900 million budget surplus. Potter said discussion started as taxes and transportation but morphed into other unrelated topics which was a frustrating experience for attendees.
8. Senate Office Building. Potter toured the new building on 2-29-16.
9. Law Library Meeting. Husom said the new location of the Law Library on second floor of the Government Center has been viewed positively. The Annual Report reflects there were 4,158 patrons. Once a week an attorney is available for law clinic patrons, and there were 327 patrons who utilized that service.
10. Joint Ditch 14 Meeting. There will be a meeting on 3-01-16 at 2:00 P.M.

The meeting adjourned at 10:09 A.M.