



## Rolling Hills Committee Building Meeting December 2, 2020

Present: Toni Wissestad, Mary VonRuden, Alan McCoy, Adam Balz, Wallace Habhegger  
Others: Linda Smith, Garlynn Brookshaw, Duane Helwig, Tom Martin, Tina Osterberg, Cedric Schnitzler, Nodji VanWychen

The meeting was called to order at the Justice Center Assembly Room at 4:06 p.m. by Chair Toni Wissestad.

- Budget Adjustments & Repurpose of Funds –

**Motion by M. VonRuden, seconded by A. Balz, to put the Budget Adjustment for COVID money in the amount of \$39,097.30 on the floor for approval. Motion carried 4-0. Motion made by M. VonRuden, seconded by A. Balz, to put the Repurpose of Funds for Flooring in the amount of \$1,343.44 on the floor for approval. Motion carried 4-0.**

4:11 p.m. Wallace Habhegger entered the meeting.

- Building Project -

Bonding – T. Osterberg informed all information has been received from Baird in regards to the bonding and she has been working with Diane Erickson, Finance Director, on moving forward with getting the bond rating which T. Osterberg anticipates the bond rating to be received in January.

Building Updates – T. Martin distributed a timeline in regards to the construction manager selection process. T. Martin expressed this person would come on board early in the process, before it goes out for bid.

Boundary Line Location – D. Helwig presented the layout of the site as it is right now as well as the civil engineer plans that show grading. D. Helwig informed he met with T. Osterberg and Bob Micheel from Land Conservation who suggested moving the property lines out 75 to 100 feet to allow for the swales. **Motion made by A. Balz, seconded by W. Habhegger, to approve the proposed change in the property lines to move out approximately 100 feet on the east and north side. Motion carried 5-0.**

Site Survey Proposals - D. Helwig apprised two proposals were received for surveying of the land with Real Land Survey coming in at \$4,100 and also being able to complete it within our time frame. W. Habhegger questioned if the Monroe County Surveyor would be able to do this. **Motion made by W. Habhegger, seconded by M. VonRuden, suggesting hiring Real Land Survey at a cost of \$4,100 barring that the Monroe County Surveyor cannot do it in a timely fashion. Motion carried 5-0.** D. Helwig commented proposals will be obtained soon for the soil borings.

Building Updates – D. Helwig updated the footprint of the building has not changed except for some tweaks. Meeting have been held with engineering consultants and the next meeting the commercial kitchen designer will be meeting with the staff. D. Helwig commented the Dietary and Therapy staff have been both given their input and suggestions on the design of their departments. D. Helwig stated the HVAC engineer will be reaching out to Multistack to get more information on their product and cost and this information will be brought to the committee for review. Consideration has been given to infection control and the measures we can take in regards to the future. D. Helwig discussed the room balance between CBRF and SNF and the additional cost that would happen due to the additional

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square footage, doubling of spa rooms, and movement of fire barriers. T. Wissestad expressed the promise was made to provide options to the full county board and we should honor that promise. N. VanWychen re-affirmed herself and other supervisors would like to see options and see what kind of numbers these options bring in.

D. Helwig discussed the upcoming timeline and schedule. T. Wissestad updated the committee the next Rolling Hills staff design meeting in December 16, 2020, and that they will be starting at 1 p.m. instead of the previously planned time of 2 p.m. January 6, 2020, will be the next Rolling Hills Committee Building meeting.

T. Wissestad shared the current invoice from CLS in the amount of \$69,366.87. **Motion made by M. VonRuden, seconded by A. Balz, to approve payment of the invoice to CLS in the amount of \$69,366.87. Motion carried 5-0.**

- Adjournment – **Motion made by M. VonRuden, seconded by A. Balz, to adjourn the meeting at 5:32 p.m. Carried 5-0.**

Garlynn Brookshaw  
Business Services Director  
Recorder