

**VILLAGE OF NEW GLARUS  
LIBRARY BUILDING SUBCOMMITTEE  
NEW GLARUS PUBLIC LIBRARY**

**New Glarus Village Hall Board Room  
319 2nd St, New Glarus WI 53574  
Monday, November 25, 2019 at 6:00 PM**

Minutes

1. Call to order: Chair Kevin Budsberg called the meeting to order at 6:00 pm. Those present, in addition to Budsberg, were Linda Hiland, Jody Hoesly, Tim Usher, Holly Lague, Dimension IV-Madison Architect Jim Gersich and Maas Brothers Construction representative Mark Stafford.
2. Approval of Agenda: Jody Hoesly moved to approve, 2<sup>nd</sup> by Tim Usher, motion carried.
3. Discussion and Consideration: Design Exhibits:
  - A. Edge Consulting Engineers draft of Stormwater Retention Site Plan. Jim Gersich provided explanation of the state and local codes that apply, particularly New Glarus's Special Flow Restriction Zone Ordinance for properties that runoff to Durst Valley. Discussion of annual inspection and maintenance required for underground pipes below parking lot; inspection could be performed by Village staff and a contractor would be engaged should any maintenance issues arise. Mark Stafford explained the cost impacts of various aspects of the design. Kevin Budsberg to follow up with Edge and Mark/Maas for clarification on which components are required by the state and what is added for the local ordinance.
  - B. Earthwork project targeted for Spring 2020. Committee confirmed with Mark Stafford and Jim Gersich that current plan is to install the stormwater basin, grade the building pad and dig the south side retaining wall, but not to dig in utilities or disturb grass elsewhere. Kevin Budsberg inquired whether a contingency would be included for blasting, Stafford confirmed it would be, and that if blasting were to be required the Village process would be followed including notification and protections afforded to neighboring properties. After making their presentations, Stafford and Gersich left the meeting. Tim Usher noted that the group should remember to ask Maas about using a unit cost approach that can be adjusted based on whether blasting is required. Group discussed bidding out full civil engineering package versus this more limited earthworks package, particularly in regards to the additional costs involved with redundant activities of seeding/stabilizing the area and bringing in equipment. Consensus was to recommend to Library Board that the full civil package be targeted instead of just earthworks.
4. Discussion and Consideration: Sprinkler System for New Building: Sprinkler system is not currently required for building size, and group discussed whether installing utilities to allow for one in the future would be required. Reviewed information from Jim Gersich and also Kevin Funseth of New Glarus Utilities: our building could grow to 19,550 square feet and possibly double that with proper frontage and fire walls before sprinklers would be required; installing sprinkler line and related fire department connection would not only increase costs up-front but also monthly water charges. Consensus is to recommend to Library Board that sprinkler system and any related utilities not be installed.

5. Discussion and Consideration: Request to Village for Parking Variance: This item tabled until an easement agreement with Swiss Center is in place.
6. Discussion and Consideration: Items for Easement Request with Swiss Center: Items to be agreed upon include installation, repairs and maintenance of sidewalk on Swiss Center property, snow removal, shared parking, liability, and the Swiss Center circle drive encroachment. Linda will meet with Village Administrator Drake Daily to draft a letter of intent and schedule a meeting with Swiss Center to agree on terms before asking a lawyer to draw up the official easement document. Letter to be completed by January 1, 2020.
7. Approval of Minutes
  - A. August 20, 2019: Tim Usher moved to approve, 2<sup>nd</sup> by Jody Hoesly, motion carried.
8. Discussion and Consideration: Next meeting date and agenda items: Meeting scheduled for December 16, 2019 at 6:00 pm.
9. Chairperson's review
10. Adjournment: Chair Budsberg adjourned the meeting at 8:05 pm.

Respectfully submitted, Holly Lague, Secretary