**Elk River Fire Department Building Committee**

**Meeting Minutes**

**Wednesday, March 20, 2019**

**11:00 a.m. to 12:13 p.m.**

**Andrew Bloom Community Center**

**Present:** Co-Fire Chief Wayne Wilson, Co-Fire Chief, Tom Tillson, Rod Black, Troy Inman, Tena Williams, Jeff from Bulldog Construction, Mayor Dave Brown, Christina Bartlett

**Visitors:** none.

1. Call to order: Mayor Dave called the meeting to order at 11:00 a.m.
2. Pledge of Allegiance: Was said.
3. Visitors/Guests: None.
4. Construction
5. Project Manager – Rod Black agreed to be Project Manager.
6. Building Inspector – Christina Bartlett informed the committee that Clearwater County’s Building Inspector does not inspect commercial buildings. It could be contracted out with Jim Yeoman. His fees would be around $1000.00.
7. Building permit – Christina Bartlett said that a building permit does not need to be obtained but the plans needed to be reviewed.
8. Plan review – Christina Bartlett said Jon Smith, Clearwater County Commissioner, had offered to review the plans for free but that he needed an electronic copy of the plans to review.
9. Site prep – The City needs to level out the area and install culverts to divert the water.
10. Power – Tena Williams said that she had spoken to Matt Anderson, Avista Rep. He said it was straight forward and has his recommendations.
11. Heating – Troy Inman had a quote from Mike’s Heating & Air. After discussion it was decided that where things were going to be located inside the building needed to be figured out before heating could be decided on. Wayne Wilson, Tom Tillson and Troy Inman will get together to figure out the placement, any door size changes, wall locations, etc.
12. Other building topics –
* The location of the man doors was discussed. The current placement of the two doors on either side of the building would be bad placement due equipment parked on the other side of the doors and no overhang keeping the snow away from piling against the doors. One option was to down size one of the smaller overhead doors and place one of the man doors on the front of the building. Another option was to build an enclosed overhang along the side(s) of the building to the man door(s). Figuring out the placement of everything inside the building should help decide this.
* The building tin color was decided to be the following: roof, trim, front soffit panel and wainscoting on the front will be weathered copper. The outside walls and above the wainscoting on the front of the building will be sandstone.
* Jeff said that the project should take 4-6 weeks to get the building dried in. A possible start date, dependent on ground conditions and weather, is June 1st, 2019.
1. Ground Breaking Ceremony – was not discussed at this time.

Meeting adjourned at 12:13 p.m.

Minutes submitted by Christina Bartlett, City Clerk/Treasurer