# DCAS Facilities Committee Minutes

## January 19, 2016

Chairman Ceminsky called the meeting to order at 6:30 pm in the lobby of Ahlberg Hall. Roll call was taken with Mark Bigelow, Mark Ceminsky, Pete Elvestad, Vice Chair Henry Fox, Gannon O'Meara, Working Foreman and Lynn Stegmaier, DCHV representative in attendance. Mark Henry, ex-officio joined the meeting in progress. Guests included Corinne Johnson and Mary Schmidt of the Master Gardeners and Jeff Allbee of the Farmington Firefighters Relief Association. Prepared meeting packets (Attachment A) included the Agenda, Minutes of the December 21, 2015 Facilities Committee Meeting, drafts of DCAS, DCHV and Firefighters Use Agreements from DCAS & DCHV, selected commercial mailbox information, tri-flex mowing equipment quotes from SEMA and Niebur Equipment, and copies of the Master Gardeners Use Agreement and License Agreement.

Master Gardener, Corinne Johnson stated she didn't know the reasons why negotiations for a License Agreement with DCAS were undertaken when the completed and signed Use Agreement was in effect (July 1, 2013 - June 30, 2017). She said discussions hadn't progressed very far. She proceeded with her report (Attachment B). Ceminsky asked about the MG signposts for current gardens in DCHV. Johnson stated that verbiage concerning the adjacent buildings had been removed at the request of DCHV, and the style of the posts had been approved by their historical advisor. She didn't know who had determined the placement of the signposts. The signs were not reviewed by DCHV or this Facilities Committee prior to installation. Johnson was asked to bring a photo of the MG sign they want mounted at the Fairgrounds entrance to Kristine, DCAS office manager. Elvestad asked about care of pre-existing gardens, but the MG declined to maintain those areas.

Allbee, President of the Fgtn Firefighters Relief Association went through the DCAS proposed contract considerations and offered the following changes:

A1. The Firefighters would like to store their vintage firetrucks rent-free for 25 years, rather than the stated 10 years. Ceminsky could agree to 25 years, if there was a review between the parties every five years to keep communications open. Allbee thought that would be acceptable.

B6. The Firefighter's $500 annual donation for maintenance of the Fire Brigade bldg should be limited to 25 years, consistent with the years of rent-free storage.

B8. The stored firetrucks are exempt from the exhibited artifacts limited to 1890-1920.

B12. Removal of the vintage firetrucks more than five (5) per year requires approval from the DCHV Board of Directors.

Firefighter's changes to the DCHV proposed contract considerations:

5. Firefighters prefer the wording of DCAS B15. – soliciting for DCHV event volunteers among their organization, rather than requirement to provide volunteers. Stegmaier agreed to use the wording of DCAS B15, with the provision that the Fire Hall may be closed during events when volunteers are not available.

5A. This consideration needs to be removed as DCHV would need to contract with the City of Farmington for EMT's or First Responders. The organization has no connection with those workers. Stegmaier agreed.

Allbee stated the Firefighters hope the vintage fire trucks will be featured during appropriate tours and that the trucks can be touched or even used as photo ops with kids. He went on to report that the organization would cover additional building costs if more than the initial deposit is needed. The contractor is looking to start work by the end of February. Allbee has the authority to sign the approved contract. Ceminsky asked for copies of the final building plans, with details showing the interior walls and doors and placement of the stove chimney pipe (avoiding the roof valley).

**Maintenance Report:** O'Meara reported that his lead abatement license had been renewed for this year, after attending class on January 11th. He has been trimming trees in DCHV and Directors Camping Area. Sixteen lateral file cabinets for the DCAS Records Room, obtained from Dakota County were delivered to Ahlberg Hall using a rental van. He has started working on picnic tables in the Shop. O'Meara plans to recycle unusable barrels, such as 65 steel barrels, 80 clear plastic barrels and the blue plastic barrels with green rims – 75 black plastic barrels will be kept. The burn pile is growing and will be ignited before the snow melts or a large snowfall arrives. The recapped tire ($180) purchased for the 1996 blue 1 ton truck is an inch larger than the other three truck tires. The truck can operate as is, or one more could be purchased and placed opposite the new tire, or three more tires could be acquired, so all would be identical.

- Elvestad moved, seconded by Bigelow to purchase three more recapped tires to match the existing one, not to exceed $600 in total cost. Motion carried.

**Old Business:**

Leaking roofs in DCHV: At the Jail it's believed the rain came in under the chimney cap. The roof of the Print Shop was caulked and the Depot roof was caulked around the chimney flashing. The ridge cap needs additional work when the weather warms.

O'Meara asked about future plans for the Trinity Bldg. The DCAS Board has approved a motion to continue with the Natural Resouces Exhibit use in 2016. Does this mean the center partition and kitchen equipment should be removed? Elvestad suggested the Natural Resouces could be relocated to Exhibit Hall West if a new food vendor could be found for the Trinity building. President Henry stated the DNR thought the Trinity Bldg was a great location and would like to expand their display. And the Soil & Water Conservation District is considering a donation to make the Trinity Bldg look more appropriate for their needs. Fox asked if the kitchen equipment could be saved for future use in the new 4-H Building under discussion. Perhaps the decision should be delayed for a year, to see what might change.

- Elvestad made a motion, seconded by Ceminsky to ask the DCAS Board if the kitchen equipment in the Trinity Building should be removed and to determine disposition. Motion passed.

Naming of Roads and Buildings:

- Bigelow made a motion, seconded by Elvestad to have the DCAS Policy Committee determine names of roads and buildings on the Fairgrounds. Motion carried.

Parade Float - trailer or trolley: Ceminsky asked the Machinery Men earlier today about using a trolley and they assured him one has lights on the back for towing. The Machinery Men offered to drive in the Farmington parade next June. DCAS should partner with DCHV and 4-H to fill the trolley with riders. Sales and Marketing Committee should proceed to have parade signs made for the trolley.

ADA Compliance: Bigelow reported that Julie Peterson of the Twin Cities ADA office has agreed to an onsite visit in early May and will provide recommendations for ADA improvements. There's a website selling little rubber wedges or lifts ($75) needed for the DCHV Church and Library thresholds.

Mail Box: Information on the Salsbury Mail Chest was reviewed. Total cost is $375 plus the footing. The DCAS Board approved spending up to $600, so let's have Kristine place the order.

Two Cylinder Club Agreements: The Two Cylinder Club has signed both the Land Use and Serving Beer Agreements – they're just waiting for DCAS signatures.

Equal Share Grant: President Henry reported that the Farmington Firefighters Relief Association contractor, Kevin Roach will handle the renovations needed on the existing Fire Hall and the Association will cover the costs of those renovations. The 2015 grant award of $13,500 was originally written for renovations for the Fire Hall exterior and the purchase of display cases. Fox asked if there were other projects where these funds could be applied. President Henry said he would check into it. Ceminsky suggested that if all the funds were spent on display cases, six of them could be refrigerator or cooler cabinets, at $830 to $1,069 each.

- Ceminsky made a motion, seconded by Elvestad to spend up to $7,500 on cooler cases, with the balance ($6,000) spent on ten standard cabinets for the Open Class Food Bldg. Motion passed.

President Henry reported that Kristine had also found a MN Dept of Ag grant possibility, called the MN Value Added Grant aimed at equipment purchases & physical improvements, such as a cattle wash rack, construction costs of a new building or milking parlor equipment. The grant awards 25% of the project costs, DCAS would have to match the remaining 75%. The application is due March 8, 2016. This could be of interest to 4-H and Dakota City, as well.

The Conservation Partners Legacy (CPL) grant application for $21,350 plus a DCAS match of $4,150 ($25,500 total) is for improvements in the Big Slough. The application lists Mark Henry as the Land Manager, Mark Ceminsky as the Project Manager and Kristine as the Fiscal Contact.

**New Business**

Mower quotes from SEMA Equipment and Niebur Kubota for the purchase of a 17’ tri-wing mower were reviewed. Each mower would be towed by the current DCAS tractor and could shorten the 105 acre mowing cycle by 1-2 days each week. Niebur has a used 2012 model for $13,390.63 (Ceminsky to check on length of warranty) and a new model for $17,123.90 with a 5 year warranty. SEMA Equipment has a new Frontier model for $16,759. Onsite demonstrations of the mowers could be scheduled for early May.

- Ceminsky made a motion, seconded by Fox to present this information to the Finance Committee tomorrow evening, requesting a cost analysis based on wages and machine operating costs. Motion carried.

Jon Baird of SoundWave Audio attended a Sales & Marketing meeting with an offer to hardwire DCAS buildings free of charge. The benefits: the actual wire costs less than using temporary cables, tripping hazards would be eliminated and hardwiring produces better sound quality. SoundWave would have to work with O'Meara to be sure the wiring was placed high enough to accommodate off-season storage.

- Ceminsky moved, seconded by Elvestad to allow SoundWave to mount hard wire in the buildings with direction from O'Meara, Working Foreman. Motion passed.

Dakota County would like DCAS to increase recycling at all events and suggested adding recycling language to contracts with outside groups. The committee declined that suggestion, but can see merit in placing additional recycling containers onsite for the public to use. The committee directed the Working Foreman to determine the number of year-round containers needed, suggesting two on the campgrounds and one between every two buildings. Dakota County will provide the recycling containers.

In an effort to attract more Fair visitors, Ceminsky suggested using Second Street as a pedestrian walking street, making it easier of people to move across the entire Fair. The paved area of Second Street nearest 220th could be used for motorcycle parking. Commercial vendors offering more unique or handmade products could be placed on either side of the street. Third Street is the Fair's main entrance, as it's the widest and has large areas of easy access parking.

- Bigelow made a motion, seconded by Fox to move the concept onto the Sales & Marketing Committee for the 2016 County Fair. Motion carried.

Stegmaier gave the Dakota City Report (Attachment C), stating the DCHV Board has approved reconstruction completion of the McMenomy House by August 1, 2016. But the large handicap ramp donated for use at the McMenomy House two years ago has disappeared from its storage area behind the Church. DCHV would like it returned. Also, in our efforts to comply with MN Open Meeting laws, the current posting bulletin board in front of Ahlberg Hall isn't large enough for the meeting schedules of both organizations. O'Meara was directed to enlarge the bulletin board.

The meeting was adjourned at 9:25 pm.

Respectfully submitted,

Lynn Stegmaier, Secretary