

**PUBLIC SAFETY BUILDING TASK FORCE
Minutes**

January 2, 2020

Brillion City Center

4:00 pm

CALL TO ORDER:

Chairperson Sonnabend called the meeting to order at 4:05 pm.

ROLL CALL:

Present were Gerald Sonnabend, Coree Wallander, Mark Evel, Police Chief Kirk Schend, Fire Chief Joey Diener, Public Works Director Andy Geiger, City Administrator/Clerk-Treasurer Lori Gosz and Alderperson Joe Levash. Absent was Mark Olson.

GUESTS:

None.

APPROVAL OF MINUTES – DECEMBER 4, 2019:

Motion – Diener moved to approve the December 4, 2019 Public Safety Building Task Force minutes. Seconded by Levash. Motion carried.

REVIEW OF PROPOSALS/QUALIFICATIONS RECEIVED FOR SPACE NEEDS ANALYSIS:

Sonnabend stated we need the Space Needs Analysis and to consider that first. Then go to design/construction after. It was asked if there is any commitment to using the same firm as space needs for the design/construction.

The Task Force members discussed each proposal received. It was pointed out that SEH will give credit back of planning fees if engaged in the final design. They also have referendum experience. It was pointed out that Five Bugles has a specialist for each emergency department.

Sonnabend asked each Task Force Member to give their top three (3) picks for interviews. SEH, Five Bugles, and FGM were the top three (3) selected.

It was suggested to back up the date to interview to Thursday, January 16th beginning at 4:30 PM. Each candidate will be allowed one (1) hour. Gosz will call the selected candidates and schedule the interviews.

Interview questions will be:

- Introduction.
- Explain pricing for process.
- Explain experience with referendums; what is the process they use for this. Any concerns to time table set by the Task Force.
- Grant writing experience.

FUTURE AGENDA ITEMS:

None.

SET NEXT MEETING DATE:

Thursday, January 16, 2020 at 4:30 pm at Brillion City Center.

ADJOURNMENT:

The meeting adjourned at 5:06 pm.

Lori M. Gosz
City Administrator/Clerk-Treasurer