

Town of Perry

DRAFT Minutes - Town Hall Renovation Committee Meeting

Monday, March 4, 2024

Perry Town Hall

Teleconference: 425-585-6272 access: 394-722-206 #

1. Call to Order. Committee Chair Mick Klein Kennedy called the meeting to order at 10:05 AM. Committee members Cindy Way and Jim Way, Road Patrolman Mark Eastman, Treasurer-Deputy Clerk Stephanie Zwettler and Clerk Mary Price were present. Also in attendance: Premier Building Systems rep. James Leuzinger, Tina Reddington, Jim Cooper, Mid-Wisconsin Security, Inc., and Oimoen Electric rep.
2. Approve minutes – Committee meeting February 1, 2024. Mark Eastman moved and Jim Way seconded a motion to approve the minutes of the committee meeting held on February 1, 2024 as presented. Motion carried.
3. Review and finalize project - fixture selections, electrical work, security system, concrete work. Mick Klein Kennedy, chair, presented statements and questions received from Dane Co. Zoning Inspector Shawn Widish indicating additional Dane Co. permitting requirements. Dane Co. Zoning Inspector Shawn Widish was then invited to join the committee's meeting via teleconference. Shawn Widish joined the meeting at 10:33AM. Mick Klein Kennedy explained the Town's understanding of the Dane Co. permit requirements and status based on the phone conversation on October 6, 2023 – "Shawn called me yesterday afternoon, and said that after 'Floating our site plan past Roger Lane', we should be good with just filling out the Zoning permit application with our site plan and floor plan of our Town Hall Renovation project, and they saw no problem with the front entry ramp/landing, and the rear exit landing and stairway exit as they would both be permissible in the Zoning Code based on "health and safety" priorities within the present Zoning Code." Email to Committee 10/7/2023.

Mick Klein Kennedy, Committee chair explained:

- the project is scheduled to begin April 17, 2024. If the start date is delayed a penalty might be imposed by the contractor.
- Town's site plan including a small addition was submitted to Dane Co. by Oct. 2023.
- Holding tank will be replaced and the Public Health permit has been issued.

Shawn Widish apologized for miscommunications and incomplete or incorrect information.

An onsite meeting with Dane Co. Zoning Dept. staff will be requested to determine review and requirements for possible environmental permit, zoning district reclassification, DNR wetlands review.

Jim Cooper, Mid-Wisconsin Security rep., presented options for a security system and requested additional information about the Town's security needs. A security system quote will be developed and submitted to Premier Building Systems.

Tina Reddington and James Leuzinger, Premier Building Systems, clarified electrical needs and light fixtures.

4. Review Town's information brochure. Draft revisions were developed for further review by the committee.
5. Determine storage items and schedule transfer to POD and other storage options. Onsite storage UNIT was delivered at 10:50AM. The committee will review items to be stored in the unit and the Town garage and develop a schedule.
6. Adjourn. Mark Eastman moved and Jim Way seconded a motion to adjourn. Motion carried. The meeting adjourned at 12:45PM.

Mary L. Price, Clerk

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