

**AGENDA**  
**AD HOC COMMITTEE – Hall of Justice Building**  
Thursday, January 17, 2020 at 8:00am  
Hall of Justice, Lower Level Multipurpose Room  
280 Washington Street, Traverse City, MI 49684

1. Call to Order
2. Public Comment
3. Approval of 10-15-19 Minutes
4. Update regarding Remediation
5. Punch List
6. Discussion on Move Date
7. Additional Items/Updates
8. Public Comment
9. Adjournment

**Ad Hoc Committee**  
Rob Hentschel  
Betsy Coffia  
Ron Clous  
Sherise Shively  
Gwen Taylor

GRAND TRAVERSE COUNTY  
AD HOC COMMITTEE - Hall of Justice Building  
Minutes of October 15, 2019

Members Present: Betsy Coffia, Rob Hentschel, Gwen Taylor, Sherise Shively  
Excused: Ron Clous  
Others Present: Nate Alger, Joe Berry, Carol Stocking, Bob Cooney, Donna Kinsey, Chris Cramer

The meeting was called to order at 8:03 a.m..

There was no Public Comment.

**MOVED** by Coffia to approve the minutes of October 1, 2019. **APPROVED** unanimously.

Joe Berry provided an update on what's been done the past 2 weeks. Waterproofing around the outside of the affected area of the building as well as inside, is complete and everyone is moved.

Taylor clarified that they are moved in but not operational. Additional issues in need of completion or attention were discussed. Door locks and panic buttons were discussed. When panic buttons are added to computers, ask Ming Mays about extending the sleep mode.

Court staff made the request to have a plan before being moved back so things go more smoothly.

Air quality testing was explained by Berry. Information included who did the testing, how it was performed and the types of reports available. There was also discussion regarding keeping track of humidity and barometric pressure in various areas.

**MOTION** by Coffia, seconded by Shively to run air quality tests at the completion of the project, 6 months out, and one year out. **APPROVED** unanimously.

This will give us comparisons to share with employees to show how the changes have made a difference. Since there are no industry standards for air quality, once the county takes reasonable measures as identified, we would hope to reach what is considered an acceptable level of air quality.

Additional discussion continued regarding "thorough cleaning", areas of previous water damage (from frozen pipes) which have been repaired and the bat population being down. Critter Control provided the expert information about bats.

Regarding the foundation of the entire Hall of Justice, Berry has performed a visual on the remainder of the building. There do not appear to be additional problem areas but he will also do some dig downs to verify there are not additional moisture problems.

Deep cleaning, thorough cleaning, and cleaning air vents throughout the building were discussed further.

When asked about continuing the landscaping change (that was done in front and side with stones) around the remainder of the building, Shively suggested the possibility of it being considered as a community service project in the Spring.

This completed review of the list of concerns raised by employees at the Hall of Justice.

Additional discussion continued regarding flooring preference. Berry indicated the cost would be approximately \$20,000 whether the floor was refinished (epoxy) or new carpet was laid.

**MOVED** by Shively, seconded by Coffia to recommendation facilities go out for bid to replace carpeting in affected area. **APPROVED unanimously**.

Carpet in the remainder of the building will be deep cleaned.

Nate Alger provided Facilities 8 point plan as follows:

1. Finish constructing walls in offices that were remediated including flooring
2. Replace ceiling tiles as necessary
3. Paint all walls
4. R & R T8 bulbs to LED retrofits
5. Finish installation of heating boilers in rear area mechanical room
6. Give all furnishings a thorough cleaning
7. Perform a complete cleaning of all carpets in offices and common areas
8. Install 4x11 vents in all office with outside walls to increase airflow and allow for future inspection

**MOVED** by Coffia, seconded by Shively to support the 8-point plan presented by facilities in addition to air quality testing and carpet replacement steps approved today. **APPROVED unanimously**.

No public comment.

Next meeting scheduled for November 12th.

Adjourned at 9:28 a.m.