# BOARD OF COUNTY COMMISSIONERS
DEPARTMENT HEAD MEETING
MINUTES

**DATE:** October 10, 2005  
**TIME:** 10:00 a.m.

**COMMISSIONERS PRESENT:** David Bowen and Alan Crankovich  
**DEPARTMENT:** Maintenance  
**DEPARTMENT HEAD:** Tom Swenson  
**OTHERS PRESENT:** Terry Powers, Kevin O'Shaughnessy, Debbie Myers

| TOPIC: | Roof Update  
Rental House |
|--------|---------------------------------------------------|
| DISCUSSION: | Roof: Top layer on the east wing should have the final layer done by Wednesday. They are now working on the ductwork on the east end of the 2nd floor. Vents are masked and plastic is over the vents.  
Boiler is 10+ years old. It is running all the time, the cooling towers on the east wing are shot. Mr. Swenson suggested a three year approach. First - Installing a new heat pact, (gas unit and air conditioning in 1 unit) over the treasurer and assessors wing. They can put the new lines over the roof and use “T” for future use – that would take 25% of load off the boiler. He had two quotes $10,000 to $12,000. Phase 2 – In 2006, doing the same thing over district court, same cost 10-15,000. In 2007 – Build boiler room in corner of courtyard by the jail. Now there would be zones to provide air and heat year round, that would be more efficient and easier to work on. They would still use hot water heater for lower floor.  
Tom Swenson would like to send Kevin O'Shaughnessy to a boiler class Nov 1-3rd at an estimated cost of $1,500.  
Rental House: The people were evicted, the house is now empty. Looking at the house, it needs a new roof est cost $1,500 to $2,200, new electric box est $650 to 750. It would take approx $2,500 before being able to rent the house.  
Mr. Swenson requested if BOCC would like them to repair and rent the house, seek the permit to teardown the house and build a parking or sell the property? |
| ACTION: | Mr. Swenson will finalize price range on boiler repairs and bring back for BOCC approval.  
Mr. Swenson will get cost of boiler class and submit request.  
Tom to check on feasibility of parking lot. |