

SUN PRAIRIE PUBLIC LIBRARY—FACILITIES COMMITTEE
MEETING MINUTES
Thursday, October 27, 2023
12pm
Remote Meeting

1. Call to Order, Roll Call
 - a. Steve Stocker called the meeting to order at 12pm
 - b. Present: Steve Stocker, April Brazier, Mark Chin
 - c. Absent: None
 - d. Also present: Svetha Hetzler, Sarah Michaelis, New Lor, Kevin Johnson (Owner's Representative, FVM)

2. Approval of minutes
 - a. **MOTION: To approve the September 29, 2023 minutes**
 - b. Brazier (1); Chin (2); motion passed

3. Citizen Appearances/Public Comment
 - a. None

4. Unfinished Business- None

5. New Business
 - a. Consideration, Discussion and Possible Action on Current Facility Needs:
(New Lor, Facilities Supervisor)
 - i. Lor reported. The holds lockers have been moved. Landscaping still needs to be done on the area.
 - ii. Johnson asked Lor if there were any imminent facility needs between now and when we'd be breaking ground in June of 2024. Lor and Hetzler both agreed there were none.

 - b. Consideration, Discussion and Possible Action on MEP Plan Considerations Including: Fire Suppression System, Shipping and Receiving, Equipment Storage, Facilities Staff Workplace, EV Charging and Heated Sidewalk
 - i. Lor reported. Fire suppression system – Lor met with Dave Jones on this. The new fire suppression system in the expanded space would be a wet system. This is the new standard. The current dry system would be retrofitted to become a wet system, to match the rest of the building. Stocker had concerns about a wet system and asked what we can do to prevent items from being damaged. Johnson said risk is pretty low that there would be a random discharge event. Usually you would see signs (damaged ceiling tiles, etc.). This will be discussed more at the Next Chapter Team Meeting.
 - ii. Shipping and Receiving, Equipment Storage, Facilities Staff Workplace – Lor asked if the current mechanical room could be reviewed and double doors could be added to allow for pallet delivery.

He also noted there's not currently space to allow for storage of equipment. The plan was reviewed. There will be a receiving area, and a maintenance office. Lor asked if double doors could be added to the storage closet near the car port. The library having dedicated facility staff in the future and the need to have adequate workspace, if that is the goal, was discussed. This will be reviewed and verified at a Next Chapter Team meeting.

- iii. EV Charging – Lor noted that the City is looking to transition the entire fleet into hybrid vehicles. The library currently has the capacity to charge four vehicles at the same time in the plan. This would be for both the public to use and city vehicles. Johnson noted that with LEED efforts we may want to go as big as five dual chargers, which would allow for ten spaces.
- iv. Heated Sidewalk – Lor would like to allow for consideration to extend the current system into the second walkway. Extending the system to the new staff entrance was also discussed. Johnson would like to give the designers more time to work on this before discussing it further.

c. Consideration, Discussion and Possible Action on SPPL Expansion & Renovation Design Development (Kevin Johnson, Owner's Representative)

- i. Johnson reported on air handlers and thermostat groupings. Johnson recommends deferring to staff, then giving design engineers time to respond, and then the committee and Library Board can approve.
- ii. **MOTION: To move this item on to staff review as well as the other items that were discussed at today's meeting.**
- iii. Chin (1); Brazier (2); motion passed.

6. Referrals

- a. None

7. Adjournment

- a. **MOTION: to adjourn the meeting at 12:58 p.m.**
- b. Brazier (1); Chin (2); motion passed.

Submitted by: Sarah Michaelis, Administrative and Project Librarian

Steve Stocker, Chair

