

SUN PRAIRIE PUBLIC LIBRARY—FACILITIES COMMITTEE
MEETING MINUTES
Friday, August 22, 2025
12pm
Remote Meeting

1. Call to Order, Roll Call
 - a. Mark Chin called the meeting to order at 12:05pm.
 - b. Present: April Brazier (left at 12:30), Mark Chin
 - c. Absent: Steve Stocker
 - d. Also present: Svetha Hetzler, Sarah Michaelis, Kevin Johnson, Jon Landsverk, Jan Holmes
2. Approval of minutes
 - a. **MOTION: To approve the July 25, 2025 minutes**
 - b. Brazier (1); Chin (2); motion passed
3. Citizen Appearances/Public Comment
 - a. None
4. Unfinished Business
 - a. None
5. New Business
 - a. Consideration, Discussion and Possible Action on Current Facility Needs
 - i. Hetzler reported. Maintenance staff just started systems training at the library. There is currently road construction on Linnerud Drive. Staff are working on getting landscape proposals for traditional landscaping and ecological landscaping along retention pond.
 - b. Consideration and Discussion and Possible Action on Overall SPPL Remodel and Addition Construction Project
 - i. Rose Daily gave an update on EV charging stations. A law passed in WI in March 2024 requires local governments to charge a reasonable fee for EV charging stations. Since the library added their stations after the law was enacted, we will need to charge a fee. Staff propose implementing a per kWh fee that is equivalent to the electricity rate and the excise tax and accounts for the 10% service fee required by ChargePoint (station manufacturer). This was approved by the Sustainability Committee and will be discussed at the Committee of the Whole Meeting on September 2nd. After approval, the EV charging stations will be available for use at the library.
 - ii. Kevin Johnson reported. He discussed a potential change order request from Kraemer Brothers for \$19,223 to remove the rocks in the parking lot. They would remove rocks and put topsoil and brown bulk mulch on the islands. Landsverk suggested having a weed barrier or much

thicker mulch than what was installed in the new area of the parking lot. A less expensive option would be leaving a layer of rocks that would not be visible. Johnson can bring the two choices to the library board meeting.

- iii. Skate stops to prevent vandalism were discussed. They would be spaced at approximately 3 feet. Once installed they are physically anchored down. They can be discussed at a future meeting.
- iv. Discussed fencing around BESS (Battery Energy Storage System) again. With growth of landscaping Johnson does not see a need for additional fencing.
- v. Adding corner guards at corners and intersections of drywall from impact, etc. is being discussed. There is a desire to add some in the new addition.

6. Staff Updates

- a. The last Music Monday event is this upcoming Monday.

7. Referrals

- a. Hetzler will email Scott Halembach regarding the lawn mowing issue and will email Cindy and Brandon from the Forestry department about the trees along a neighbor's property line.

8. Announcements

- a. None

9. Adjournment

- a. **MOTION: to adjourn the meeting at 12:52 p.m.**
- b. Brazier (1); Chin (2); motion passed.

Submitted by: Sarah Michaelis, Administrative and Project Librarian

Mark Chin, Chair

