

SUN PRAIRIE PUBLIC LIBRARY—FACILITIES COMMITTEE
MEETING MINUTES
Friday, March 28, 2025
12pm
Remote Meeting

1. Call to Order, Roll Call
 - a. Steve Stocker called the meeting to order at 12:02pm.
 - b. Present: Steve Stocker, April Brazier, Mark Chin
 - c. Absent: None
 - d. Also present: Svetha Hetzler, Sarah Michaelis, Jon Landsverk, Jan Holmes, Kevin Johnson

2. Approval of minutes
 - a. **MOTION: To approve the February 28, 2025 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
 - i. Hetzler reported. The existing water heater had a leak in it recently. Maintenance staff were able to temporarily fix it. Kevin Johnson checked with Kraemer Brothers to see if it could be replaced with the new water heater, but this will not be possible because the new water heater is all electric and the current is natural gas.
 - ii. RFP is currently out for weekend janitorial services starting July 1st. Proposals are due back Wednesday, April 2nd and will be evaluated the week of April 14th. The recommendations will be discussed at the April meeting.

 - b. Consideration and Discussion and Possible Action on Overall SPPL Remodel and Addition Construction Project
 - i. Kevin Johnson reported. The biggest challenge continues to be geothermal well drilling, on account of the site conditions. They continue to drill, loop, set and grout as they are able. Johnson is very engaged on this to ensure we get the geo loop and field completed in time for the Phase One turnover.
 - ii. Interiors are making wonderful progress.
 - iii. Working with the City of Sun Prairie IT department and SCLS on network cutover and associated requirements.

- iv. Retention pond and landscaping – having the native prairie grasses and plantings as a buffer zone between the pond exceeds what the city is current looking for as far as buffer landscaping.

6. Referrals

- a. None

7. Adjournment

- a. **MOTION: to adjourn the meeting at 12:18 p.m.**
- b. Chin (1); Brazier (2); motion passed.

Submitted by: Sarah Michaelis, Administrative and Project Librarian

Steve Stocker, Chair


