

**LIQUOR COMMITTEE MEETING**  
**November 13, 2018**

**A meeting of the City of Jackson Liquor Committee was held on November 13, 2018 at 3:30 P.M. in the Council Chambers at City Hall with the following persons in attendance: City Administrator Matt Skaret, Liquor Store Manager Michelle Bratrud, Architect Dustin Tomoson of Ringdahl Architects, Contractor Mick Ankeny of Ankeny Builders, Incorporated and Recording Secretary Dave Maschoff.**

**UPDATE ON THE LIQUOR STORE CONSTRUCTION PROJECT**

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Architect Dustin Tomoson provided an update on the construction progress of the new municipal liquor store.

Tomoson noted the coolers for the store have been ordered. He said he will be discussing the selection of shelving to be ordered with Liquor Store Manager Michelle Bratrud.

Tomoson reported the walls have been epoxied into the building's foundation walls. He said the furnace shop drawings have been sent back to Ankeny Builders for their subs to provide a prior approved manufacturer.

Mick Ankeny said he was told by the person installing the silt fence around the perimeter of the site that a silt fence had been installed on the west side facing Highway 71 and to the north where the retention pond is located. Ankeny noted a silt fence was not installed on the east side of the property. He said he would have to check again to see if a silt fence had been installed on the west and north sides of the site. Ankeny said the black dirt was graded down the best it could be because it had been graded when it was wet. He said it will need to be graded again in the spring.

Tomoson said he would check on the silt fence following the meeting.

In other updates, Ankeny reported the pad for the condensing unit has been installed for the cooler along with bollards.

Tomoson said dark grey PVC covers will be used for all the bollards at the new liquor store.

Ankeny said he would like to get a dumpster to dispose of materials generated by the project. He asked if the dumpster could be parked on the street by the liquor store project.

Skaret suggested Ankeny contact Street Superintendent Phil Markman regarding parking a dumpster on the street.

Tomoson noted he received a revised pay application from Ankeny Builders and the pay request has already been approved by the City Council and a check sent.

Ankeny reported since the last Liquor Committee meeting, the inside cement slab was poured and the walls were put up. He said the trusses for the building were delivered on time on November 2<sup>nd</sup> and were installed. Ankeny said the roof is framed, sheeted and probably half shingled. He noted the concrete light pylons have been installed. Ankeny said the water and sewer service has been installed to the building along with electrical service and phone conduit. Ankeny said natural gas service has not yet been installed.

Over the next two weeks, Ankeny said plans are to finish shingling the building, complete duct work in the attic prior to insulating, install windows and insulate the exterior and enclose the building and start heating it. Ankeny said he plans to put some excessive heat in the building for just a few hours so the shingles settle down or melt so there's no shingles that blow off during the winter or spring. Ankeny explained the few hours of excessive heat in the building seals the shingles down. He said bituminous paving would be done on November 14<sup>th</sup>. Ankeny said yellow striping for the parking stalls along with handicap stalls will be painted in the parking lot in front of the building and the island that's in front of the building.

Ankeny added that the rough-ins for the electrical and the like will start in the interior of the building in the next couple of weeks. He said the interior walls will also be constructed.

Ankeny said there may be a couple weeks of some down time while waiting for the coolers to arrive. He noted it will be five or six weeks before the coolers arrive. Ankeny also discussed several scenarios for the placement of piping for utilities and electrical service in order to maximize the amount of storage space in the back room.

Tomoson said he would meet with Ankeny at the site to look at possible scenarios for placement of piping and equipment for utility services.

Ankeny noted phone service has already been installed up to the building.

After conferring with Skaret, Tomoson suggested having the next Liquor Committee meeting to update the construction progress on Tuesday, December 4<sup>th</sup> at 3:30 p.m. at City Hall.

Skaret asked Ankeny how the overall construction schedule was looking and if the project was still on target to be substantially completed in January.

Ankeny said he anticipates the project will be completed by then. He said there could be a delay of week or two if the coolers don't arrive when anticipated to be installed. However, Ankeny said completion should be close to the schedule. Ankeny said he would revise his project schedule at the end of this week and send it out.

Bratrud said inquiries have been made by someone interested in purchasing the liquor store's current cooler. She said some of the shelving in the current store could be used for shelving in the storage area of the new store. Bratrud also reviewed various types of shelving with Tomoson for the main customer area of the new store.

## **ADJOURNMENT**

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**With no further business, the Liquor Committee meeting was adjourned.**

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**David A. Maschoff, Recording Secretary**

