

State Capitol and Executive Residence Board
Meeting Minutes
Governor's Conference Room, Wisconsin State Capitol
February 5, 2007 at 1:00 p.m.

1. Call to Order

The meeting of the State Capitol and Executive Residence Board (SCERB) was called to order by the Chairperson, Senator Fred Risser at 1:00 p.m.

- 2.** Chairperson Risser introduced the new legislative SCERB members, Senator Judith Robson and Representative Roger Roth. Senator Alan Lasee was unable to attend the meeting.

3. Oath of Office

New and reappointed members were asked to sign the Oath of Office at the end of the meeting.

4. Roll Call

Mr. Michael Stark, SCERB Secretary, called the roll. A quorum was present.

Members Present: Ms. Sally Basting, Citizen Member; Mr. Robert Cramer, Administrator, DOA, Division of State Facilities; Mr. Arlan Kay, Architect; Mr. Robert E. Lewcock, Interior Designer; Senator Fred A. Risser; Senator Judith Robson; Representative Marlin Schneider; Representative Carol Owens; Representative Roger Roth; Mr. James Sewell, SHS Senior Preservation Architect; Ms. Debra Woodward, Interior Designer. (11 Members Present).

Members Absent: Senator Alan Lasee; Mr. Eugene Potente, Interior Designer; Mr. Robert Lewcock; Mr. John J. Fernholz, Landscape Architect; Mr. Anthony Puttnam, Architect (5 Members Absent).

Guests Present: Mr. Michael Stark, SCERB Secretary; Mr. Michael Bath, DOA, Division of State Facilities; Mr. Gil Funk, DOA, Division of State Facilities; Mr. Chris Long, WisconsinEye; Mr. Bill Beckman, DOA, Division of State Facilities; Ms. Debbie Bothell, DOA, Division of State Facilities, Ms. Cindy Torstveit, DOA, Division of State Facilities.

5. Approval of Previous Meeting Minutes

Motion #1: Representative Owens moved to accept the minutes as recorded from the September 25, 2006 SCERB meeting, with the correction to Item 7, "The amount budgeted for Capitol maintenance averages \$42.00/sq. ft. (with debt service renovation) and \$18/sq. ft. (without debt service)." Seconded by Mr. Arlan Kay.

Motion #1 approved by unanimous voice vote.

6. Election of Officers

SCERB Secretary Michael Stark assumed the chair temporarily for nominations and elections of the Legislative Chairperson, Vice-Chairperson and Public Member Vice-Chairperson.

Motion made by Mr. Kay, seconded by Senator Robson to nominate Senator Risser for the Legislative Chairperson. Senator Risser was elected Chairperson by unanimous voice vote.

Motion made by Senator Risser, seconded by Ms. Basting to nominate Representative Carol Owens for the Legislative Vice-Chairperson. Representative Owens was elected by unanimous voice vote.

Motion made by Senator Risser, seconded by Ms. Basting to nominate Mr. Eugene Potente as Public Member-Vice Chairperson. Mr. Potente was elected by unanimous voice vote.

Senator Risser resumed the Chairmanship.

7. Discussion on Establishment of SCERB Subcommittees

Chairperson Risser suggested that the subcommittees be formed as needed and appointments be made on subjects of interest, rather than having standing committees with permanent appointments. He noted that it has worked out well for the subcommittee recently formed to decide on the furniture in the North Hearing Room. (Due to the completion of the Capitol Restoration Project, no permanent subcommittees were appointed.)

8. State Capitol and Executive Residence Ten Year Maintenance Plan

Gil Funk, DOA/Division of State Facilities, handed out information regarding the Capitol and Executive Residence. These included: Summary of Current Funded Projects, Strategic Plan Time Line, and Strategic Master Plan.

Ongoing maintenance will continue by priority and as the budget allows. The Strategic Plan Time Line shows the projects by biennium as contained in the capital or operating budgets.

Promenade

The money is there but the question is whether SCERB should have clear-cut authority from the Building Commission to proceed with the project as the promenade and elevators were not included in the previous funding. Ms. Basting asked if this would delay the work this year and Mr. Funk replied that there would be enough time to do the next 3/8 of the project with a March approval. The bollards and brick are to be upgraded by January 2008 and the last 4/8 of the promenade is to be done by the fall of 2008.

9. Subcommittee Report – North Hearing Room Furniture

Senator Risser complimented Ms. Woodward and the subcommittee for the excellent job they did on the project.

Ms. Woodward asked that the Board approve the tables and chairs the subcommittee selected. They based the selection on furniture that would be the most architecturally

and aesthetically appropriate for the rooms. The tables were redesigned to be more functional. The new pricing will be about \$1000 per table.

Cindy Torstveit, DOA/Division of State Facilities, noted she put out a bid package and had three bidders respond. (The bid was restricted due to budget). The low bidder was a firm from Topeka, Kansas, that has done work for GSA, the federal government, and courtrooms. BSI chose not to bid on the tables.

The tables have a detailed edge design and a “W” inlay. They have a modified edge to reduce the gap when they are butted together and the hinge detail is sleeker and won’t impede knee space.

The best option for the chairs for fit, comfort, cost and storage was a metal frame chair from BSI. There were concerns about the metal frame but using fabric on the chair seat will enhance the look. The price will be about \$129 per chair or \$12,600 for 100. Both the arm and armless chairs fold down. Ms. Torstveit noted they are the best fit without compromising on aesthetics. The subcommittee will be reviewing samples and finishes and will present the information for approval at the next meeting.

Rick Skinrud, Assembly Sergeant-at-Arms, stated the new furniture and setup in the North Hearing Room will result in more people being able to use the room more often. The chairs and tables fold down and are easy to store.

The subcommittee will continue to work with BSI on the design, finish and cost of the coat racks. They will also request pricing from the table vendor to see if including the coat racks with the tables would result in a lower overall price.

Coat Racks

Chairperson Risser stated the Senate has its own money for the coat racks and would like to move forward on the project. Secretary Stark noted that the modification to the coat racks incorporated a double rail.

Motion #2: Senator Risser moved to approve the tables and coat racks for the North Hearing Room and Senate hallways as selected by the subcommittee. Seconded by Representative Schneider.

Motion #2 approved by unanimous voice vote.

10. Clarification on Policy Regarding Pictures in the State Capitol Building

Senator Risser requested passage of a resolution regarding the hanging of artwork and other items within the Capitol. After much discussion, a three part motion was made.

Motion #3: Senator Risser moved to approve the following motion. Seconded by Representative Schneider.

- 1) The Director of the State Historical Society will work with the SCERB Chair to approve artwork placed in the public spaces of the Capitol.
- 2) If an occupant of a private office desires to hang artwork, etc. it must be done by the Department of Administration.
- 3) The hanging of artwork, etc. on a nail or by attaching the items directly to the interior walls, ceilings, flooring, doorways, windows, grate work, trim work or finished surface of the Capitol is prohibited.

Motion #3 approved by unanimous voice vote.

11. Update on Governor's Conference Room Rug

The rugs in the Governor's Conference Room have been a trip hazard since being installed in the room and are becoming worn or damaged on the edges. The rug in the Reception Area was replaced with a beige runner that is secured to the floor but is soiled from high traffic volume.

Cindy Torstveit, DOA/Division of State Facilities, stated that the chairs at the head of the table straddle the rug, making them uneven and uncomfortable for the users and the chairs on casters cause damage to the walls at the perimeter of the room and the edge of the table.

Mr. Potente, who was unable to attend this meeting, is in favor of repairing the rugs. He relayed this information to Senator Risser.

Ms. Torstveit noted the parquet floor is in excellent shape but the rugs help with the acoustics (less echo in the room).

She suggested repairing the rugs or replacing them with a rug to fit the room size and accommodate the tables and chairs.

It was decided to appoint a subcommittee to look at the rugs and chairs. Ms. Woodward was appointed Chair. Other members include Ms. Basting, Representative Schneider, Mr. Potente, and Mr. Lewcock. The subcommittee will work with Ms. Torstveit.

12. WisconsinEye Update

Christopher Long, president of WisconsinEye, stated they began work on the project in November and things are proceeding according to plan. J.P. Cullen (lead contractor) has a crew of four from H&H Electric working on the project. Most of the commissioning will be behind the scenes with no intrusion to the Capitol employees and visitors. Installation of the circuitry and control panels will be completed the last part of March. Once the wiring is completed in the Capitol, the system will be connected to the Hovde building at 122 W Washington Avenue. WisconsinEye will start broadcasting legislative sessions the middle of May.

Mr. Long brought in a sample of the cameras that will be installed. The newer units are smaller, quieter, and more durable than the ones originally planned. The mounting will be the same. The camera light will be on during the broadcast and will automatically switch off 10 seconds after the broadcast ends.

13. Potential Removal of Ash Trees on the State Capitol Grounds

Mr. Gil Funk stated there are five ash trees to be removed to mitigate the spread of the green emerald ash boar (beetle). Ms. Woodward noted that there is another white ash shown on the map on Martin Luther King Drive, so there are actually six ash trees to be removed.

Chair Risser asked how soon infected trees die and Mr. Bill Beckman (DOA-Division of State Facilities) noted the trees start to show symptoms and then die suddenly. It is a very rapid process.

Representative Schneider asked why the trees being removed are not being converted to lumber and Mr. Funk answered that there hasn't been any salvageable lumber. Lumber conversion will be looked at with any future tree removal if there is anything to salvage.

Mr. Funk proposed that DSF develop a plan to move forward and come back to the Board with a recommendation.

Chair Risser asked Mr. Funk to take the lead with the DSF staff to consult with an arborist and confer with Mr. Fernholz and Mr. Kay before any trees are taken down.

14. Other Business

Resolution on Placement of Interior Monuments

Chair Risser proposed language for consideration as official policy of the State Capitol and Executive Residence regarding the placement of new monuments within the Capitol – “that no new interior memorials, monuments or statues be placed within the Rotunda or other public areas of the Capitol without the removal of an existing memorial, monument or statue.”

Representative Schneider felt the proposal would interfere with the history of Wisconsin and future requests.

Other discussion was held on the proposal.

Motion #4: Mr. Kay moved to approve the proposal, omitting the word “memorials” (see attached resolution). Seconded by Ms. Woodward.

Motion #4 approved by unanimous voice vote.

Representative Schneider received a complaint regarding the basement being used by the homeless. Mr. Funk noted that it is a problem and DSF is working with the Capitol Police on the issue. Senator Risser stated the Capitol hours can be changed by JCLO but it may cause more of a problem opening it up earlier.

Several of the legislators mentioned that the handicapped access doors on Martin Luther King don't open all the way and don't always shut. Mr. Funk said his staff will address the problem.

Representative Schneider also noted that the grates on the outside vents around the Capitol had been changed so the homeless cannot use them at night. Mr. Funk will also look into that issue.

Chair Risser asked members who might be interested to accompany him to the downstairs room where tour groups are brought in. The walls could be used to hang pictures and artwork.

Chair Risser let members know he didn't anticipate another meeting of SCERB until after the budget was passed (this summer). If something comes up in the meantime, he will schedule a meeting.

15. Adjourn

Senator Risser, Legislative Chairperson, adjourned the meeting at 3:15 p.m.

Respectfully submitted,

Michael M. Stark, Secretary
State Capitol and Executive Residence Board