

WEBER COUNTY LIBRARY

BOARD OF TRUSTEES

MINUTES

Date: April 5, 2016

Board Members

In Attendance: Scott Spencer
Brent Innes
Judith Jones

Board Members

Excused: James Ebert
Kathleen Jensen
Spencer Stokes
Tom Taylor

Others in

Attendance: Lynnda Wangsgard, Library Director
Scott Jones, Assistant Library Director
Holly Okuhara, North Branch Manager
Julia Valle, Library Business Office Manager
Bryan Baron, Deputy Weber County Attorney
Brad Dee, Weber County Administrative Services Director
Evelyn Bertilson, Friends of the Library
Brent Taylor, North Ogden City Mayor
Lynn Satterthwaite, North Ogden City Council
Cheryl Stoker, North Ogden City Council
Toby Mileski, Pleasant View City Mayor
Bruce Richins, Harrisville City Mayor
Annette Spendlove, North Ogden City Clerk
Tucker Garrett
David Gordon
Julee Smith
Randy Winn
Cathy McKitrick, Standard Examiner
Other attendees either did not sign in, or their signatures were not legible

Spencer called the meeting to order at 5 p.m.

Approval of Minutes:

Approval of the March 1, 2016 Meeting Minutes was postponed until the May 2 meeting, in order to give all Board members time to review.

Director's Report:

Wangsgard reviewed the service metrics report that was current as of February 29, 2016. The report reflected decreases in the public consumption of almost every service. Wangsgard noted this decrease was due to the shutdown of the old Southwest Branch January 15th, and complete closure of two floors of the Main Library before 2015 year end.

The new Southwest Branch/Headquarters Library was dedicated February 28th, and operated one full day, February 29th. During the dedication and first day of service, 9,832 items were borrowed, 296 new library cards were issued, and 3,446 visits were recorded. Wangsgard noted that the Southwest Branch was on a trajectory that would very soon make it the most used in the Library System.

Commissioner's Report:

Commissioner Ebert was excused.

Capital Project Progress Reports:

Relocation of Support Services from Main to Headquarters

Modular furniture currently in use at the Main Library will be reused at Headquarters as a new Support Services Division, comprised of the former administration, technical services, production, information technology, and maintenance service divisions, are relocated. Since these five divisions are being moved from separate areas in the Main Library, and then combined into one open office space at Headquarters, the modular furniture currently in use needed to be reconfigured. Additional parts and connecting hardware had been ordered and was not due to be received until next month.

The goal is to have the reconfigured workspaces completed by the first week in May so the lower level of the Main Library can be evacuated.

Main Library Demolition and Asbestos Removal



Demolition and asbestos removal on the second floor of the Main Library was proceeding on schedule. The work on the second floor will be completed before April 30th and the contractor will then begin work on the south end of the lower level.

All Library employees had been trained by Thermal West, Inc., the demolition and abatement contractor, in the methodology and safety protocol in place to protect the staff and public during the process. Information sheets were available for the public and all required posting of the nature of the work underway had been completed.

In addition, a third party consulting firm, Western Technologies, Inc., had been hired to assist in monitoring the quality and safety of the asbestos abatement process. Western Technologies works directly for the Library, inspecting the work environment and drawing air samples to

verify those required of Thermal West by contract, as well as by the U.S. Environmental Protection Agency and the Utah Department of Air Quality. The work was proceeding on time, on budget, and without incident.

ASBESTOS ABATEMENT INFORMATION SHEET

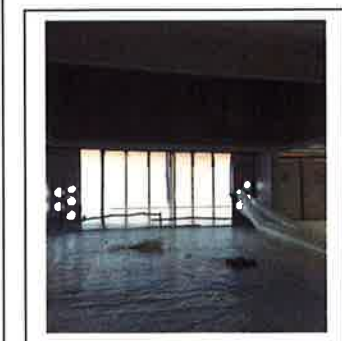
An asbestos abatement project is scheduled to take place in the Weber County Main Library. The work will proceed in five stages, beginning during January 2016 and proceeding periodically through December 2017. This handout has been prepared to provide you with a description of where the abatement will take place, and how the abatement will be performed. Access to these areas will not be permitted.

Controlled Environment for Removal:

The U.S. Environmental Protection Agency and the Utah Department of Air Quality have stringent regulations about asbestos removal, which is done only under rigorously controlled environmental conditions. The method to be used to control the removal environment is called a negative-pressure, air filtration system.

Negative-pressure filtration is a system that controls the flow and volume of air contained inside the removal work-site's barrier walls. The primary purpose of the system is to prevent airborne asbestos from escaping outward past the barriers to contaminate the rest of the building's air space. This is generally how the process works:

1. The work site is completely sealed off with polyethylene sheeting. All openings that would allow the passage of air are sealed. The result is an airtight cocoon that completely envelops the workspace.
2. A three-celled decontamination chamber is built to allow workers to pass into and out of the sealed work site. This contamination unit has four successive sets of flapped door coverings. These flaps operate much the same as heart valves. They will allow outside air to pass inward, but fall shut to prevent inside air from escaping outward. It is essential that large volumes of air be allowed to pass inward through the flapped doors and into the work site.
3. Negative air pressure, filtration machines are installed in the enclosed work site. Each of these machines can move up to 2,000 cubic feet of air a minute. The air is sucked through the front of the unit, and after filtering out the asbestos, it exhausts through the area via ductwork or plastic to the outdoors. The air is passed through three states of filters, including a 12-inch thick, high efficiency particulate air (HEPA) filter that traps microscopic particulate matter, such as the invisible asbestos fibers.
4. When the machines are turned on, they pull in thousands of cubic feet of air each minute, filter any contaminants out of the air, and then forcibly exhaust the filtered air out of the sealed space to the outdoors. This rapid evacuation of air causes the air pressure within the sealed space to drop somewhat. The higher ambient air pressure outside the sealed barriers will then cause air to rush in toward the lower, or "negative" pressure wherever it finds an opening.
5. Once the machines are turned on, large volumes of air begin to move inward through the flapped doors of the three chambered air lock. Enough filtration machines are installed so that together they can completely change all the air within the space every 15 minutes. The constant inward rush of outside or "make-up" air serves several purposes. For one thing, it constantly pushes contaminated air toward the intakes of the air-moving units, this clearing airborne asbestos contamination even as it is being created by workers who are disturbing asbestos material. Secondly, the constant inward rush of air through the decontamination chamber prevents airborne contamination from moving outward even as workers move through the decontamination process and exit. Finally, during the final clean-up phase of a project, the machines process the air to remove any residual amounts of asbestos that may remain aloft after the asbestos materials have been removed from the site.
6. During the abatement process, the air in and around the containment area is monitored and samples are tested by an independent laboratory. In addition, the Library has hired a consulting firm to help oversee the abatement contractor. The third party also draws air samples for independent testing. This "belt and suspenders" approach is being employed to assure Library employees and users that their health and well-being is the highest priority during the Main Library renovation process.



Main Library General Contractor Selection Process

Construction documents for renovation of the Main Library had been posted to BidSync, an online eProcurement agency, and the three pre-qualified construction companies, Hogan & Associates General Contractors, Hughes General Contractors, and Wadman Corporation, were in the process of preparing bid submittals. The goal was to have a contractor selected for recommendation to the Board during their May meeting.

A pre-bid meeting with the pre-qualified contractors had been conducted earlier that day. The demolition/asbestos abatement contractor had cleared the south end of the second floor where work had already been completed, allowing the three general contractors to see first-hand a portion of the building stripped to its basic structure. There was general agreement that the building was solid, was cleaning up beautifully, and contained no hidden issues that, at this point, would require mitigation during restoration.

Cancellation of North Branch Renovation and Expansion Project

At the request of County elected officials, who were unsuccessful in convincing City officials to agree on how to proceed with the North Branch project, Wangsgard had contacted EDA Architects and asked them to cancel the project and send their final billing. The final invoice had been received and processed for payment.

Elected officials from cities in the northern area have since continued to meet with County officials, apparently in an effort to revive work on the North Branch. However, Wangsgard has not been privy to those discussions and neither has the Library Board, so there is no word on the next steps that may yet be taken to upgrade library services to residents of northern Weber County. She advised the Board to just sit tight and see what comes of the discussions. At this point, she had done as instructed and canceled the project.

Spencer asked for breakdown of expenses on the North Branch project to date.

Wangsgard responded, noting that \$235,674.41 had been expended as follows:

EDA Architects: Architectural Design	\$219,885.46
Prescott Muir Architects & Applied Geotechnical Engineering: Evaluation of Proposed Alternate Building Site (Old Public Works Location)	\$ 9,967.50
Total Business Commissioning: Commissioning Oversight Services	\$ 5,821.55
TOTAL	\$235,674.41

Public Comments:

Spencer noted that several individuals were in attendance and presumably wished to comment on the North Branch project. He asked how many wished to speak. After a show of hands he invited Mayor Richins to begin.

Richins said he remembered when North Branch was constructed in 1980s. There was no place to park then and there still isn't. It's a safety issue he said, noting he had only seen one parking plan and this plan called for going from 23 parking places to a total of only 33.

Mileski agreed that, from day one, parking was a problem. He hears people say they can't use the library because of lack of parking.

Smith said she was scared watching people in the parking lot at North Branch while she was there today. She said she left and went to Southwest Branch where there was plenty of parking. She said the Board needs to give people a place that meets their needs that is safe.

Satterthwaite recognized there had been many meetings and sessions over the past year relative to parking. He voiced concern that the project was being cancelled, and could not understand why. He would like to solve the parking problem and move forward.

Gordon said he listened to the report of what had already been spent on North Branch, and then looked at the spacious Southwest Branch building and saw utility without function. He said he could see many ways to save at Southwest Branch. He felt no one was looking out for costs. Gordon questioned whether the geotechnical work done on the old public works site was done by an independent or valid company capable of providing information needed to come to an honest decision. He did that kind of testing across street and found no problems, he said. He asked how ground could be tested 50 feet across the street with no problems found. He thinks the report on the old public works site was a poor assessment by architects that did not do a good job. He does not think an honest effort went into the bond planning or how it was allocated. In his opinion, the work has been incompetent.

Winn thanked Board for their work. He noted that he was concerned Commissioner Bell said everyone would get together and solve the parking problem, but it hasn't happened. He is disappointed the project has been canceled. Winn senses the Board does not perceive northern County residents as part of the County, and feels they are disregarded.

Taylor said that in the last two weeks discussions have been sailing along on both sides. He wants a solution to move forward. As happened with the North Ogden public works facility, he wants the disagreement to be talked through and everyone to work together.

Spencer responded to the comments and questions, saying he was not going into details of the design of the Southwest Branch or the professionalism of the geotechnical company that provided services to evaluate the old public works site. His goal was not to debate the past but rather to move the discussion forward.

Spencer reminded everyone that the Board is a volunteer group that works at the pleasure of the County Commission. The Library Board has a specific purpose: to provide the best library services possible with money available.

When the bond was passed, Spencer noted, the Board wanted to provide highest and best quality services for a growing county. The intent was to provide additional services, not the same or smaller services. Board members had in their minds that the 11,000 square feet of space at the North Branch was not enough. The population was growing and the Branch needed to grow as well. Improving the existing facility was the most cost-effective method of meeting the demands of a growing population by doubling the amount of space available. The intent of the Board is still to provide approximately 22,000 square feet of public service space and improve the quality of the textual and digital resources.

From the very beginning, Spencer noted, the Board has understood there is a need for more parking. During every meeting, parking was addressed as an issue. There had never been any confusion on Board's part that parking needs to be safe and meet code. Everyone has recognized the need to improve and make safe parking.

The solution, however, can only come from North Ogden City. The Board owns nothing, other cities own nothing. In Spencer's personal opinion, if the parking doesn't meet code, he would recommend not renovating and expanding the building. This should not be seen as a threat, but rather as a recognition that he wants to move forward in a safe environment. If it can be accomplished, the Board would like it to be so.

If it comes to a point that a positive, safe environment cannot be made at that facility, then the Board will need to look at other alternatives. For him, that does not mean he has given up on North Ogden City and is ready to move to Farr West. But a solution has to be found.

Spencer said there were enough brains in the room that evening to address the parking issue and come to a resolution. For him, as a Board member, he is not going to vote for a solution where people have to walk uphill, or great distances, or where it is not safe during winter conditions. He is not in favor of young mothers with strollers pushing through snow on an uphill, slippery climb.

Spencer realized there is a challenge with using the skateboard park property, but when looking for a safe solution, the park is ideal. It is next to the proposed lower-level main entrance where there is an elevator to the upper level. The area offers easy access where no one has to be in the road. The Board is not going to spend any more money without a legally binding commitment for parking that meets everyone's needs. The Board would be happy, at anyone's invitation, to participate and attend meetings to find a solution. But before any additional work is commenced on the North Branch, he would want legal counsel to draft an agreement to which everyone could publically commit their mutual support to completion of the project.

Spencer noted the Board wants a project that works. Their requirements are not a threat. The Board has to have a project that improves services. If they have to look at acreage in another location, they will, but this course is not the primary goal.

Spencer said City officials have spoken more than Board members. The Board has listened. He is restating now, however, that the primary goal is to have improved services. If they are forced to move to Farr West or another location, they will be looking at two facilities, each about 11,000 square feet in size; as opposed to one library about 22,000 square feet in North Ogden.

After his clarification and remarks, Spencer proceeded to take comments and questions from those in attendance.

Gordon asked, "Why not just move to the old public works site?"

Spencer said to build on that site would result in two libraries very close together in North Ogden, the current 11,000 square foot building, and a new 11,000 square foot building just a few blocks down the street. Having two facilities in two locations so close together would not be a viable option, but that is the only way the Board could expand services to 22,000 square feet as originally detailed in the capital plan approved by voters. The old public works site is not viable

