



AGENDA ITEM # 10.5

REPORT TO CITY COUNCIL

Report Prepared by: Jason Gorr – Public Works Director

Date: April 7, 2020

Subject: Cole Memorial & City Hall Buildings Update

Report: I will provide an update on the attached issues that occurred this winter on the roofs at the Cole Memorial Building and City Hall and steps we took to combat this as well as steps being taken to reduce chances of similar issues in the future. Also, an update on the handicap door installations will also be provided.

Council Action Requested: No Council action requested.

Cole Memorial & City Hall Buildings Update

- HEAVY, WET snows early and mid-winter led to significant ice damming and all kind of issues prompting us to contract a roof steamer to steam away ice and remove snow (~ 10' of snow back from edges at City Hall)
 - o **Cole Memorial Building**
 - gutters were being damaged
 - walls/roof/facia looks to be a candidate for damage if not removed, over 20" thick in many areas
 - Worried about stucco and other hard to repair/match items such as specifically designed trim boards on this state historical certified building
 - Melting and dripping causing slick walkways, and potential for falling ice on pedestrians
 - Too steep and inaccessible for our staff to be expected to maintain
 - o **City Hall Building**
 - Gutters being damaged
 - Seams all leaking onto critical areas (Fire/PD Doorways, entrances)
 - Staff and FD Staff spent hours removing ice, applying salt
 - Doors were reported to be frozen closed repeatedly
 - Downspouts frozen
 - Person reported a 200# chunk of ice falling near a walkway area
 - o **Solutions**
 - Steamed all ice dams, removed all snow at Cole, ~10' from edges at City Hall
 - Added heat tape the entire length of gutter and all downspouts at City Hall – this should allow downspouts to remain operational and drain away freeze/thaw issues
 - Insulation assessed and bids coming in to add a vapor barrier and insulation at the Cole to help prevent building heat loss and ice dam formation in the future

Cole Memorial Building Handicap Door Progress

- Last fall we began soliciting bids from Gull Lake Glass and Brainerd Glass on design and construction ideas – both visited and proposed. I favored the bid from Gull Lake Glass and can elaborate in the future when we are ready to proceed.
- We reached out to the State Historic Preservation Office to have the proposed work approved through their process. They requested photos of areas in question.
 - o When onsite to take a pic of a future gutter addition (above proposed handicap entrance), we noticed significant ice damming above
 - o Prior to adding a gutter there, we need to remedy this ice damming or it will get wrecked next winter. Insulation bids solicited – 1 received, 1 pending
 - o Now we are ready (this spring to submit pics again to the State Historic Preservation Office to renew the permit process)
 - o We can hopefully begin the bid assessment / approval process simultaneous to budgeting for our insulation project for January 2021.
 - o Ideally, we will have the door installed prior to Fall 2020 election season