

**GENERAL SERVICES COMMITTEE**  
**Minutes – January 20, 2015**

**Call to Order.** Chair Brill called the meeting of the General Services Committee to order at 8:02 A.M., Tuesday, January 20, 2015 in Conference Room N1, Rock County Courthouse East.

**Committee Members Present:** Supervisors Brill, Heidenreich, Zajac and Brien.

**Committee Members Absent:** Supervisor Nash.

**Staff Members Present:** Rob Leu, General Services Director; Josh Smith, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Jeff Kuglitsch, Corporation Counsel.

**Others Present:** None.

**Approval of Agenda:** Supervisor Heidenreich moved approval of the agenda as presented, second by Supervisor Brien. ADOPTED.

**Citizen Participation.** None.

**Approval of Minutes.** Supervisor Zajac moved approval of the minutes of January 6, 2015 as presented, second by Supervisor Heidenreich. ADOPTED.

**Transfers and Appropriations.** None.

**Bills/Encumbrances - 2014**

Postage	\$ 375.15
General Services	16,150.57
Glen Oaks Operations	3,382.65
Youth Services Center	2,010.30
Communications Center Operations	48.86
Diversion Program/ASC Program	50.27
Jail Capital Improvement	874.01
HCC Building Complex	4,190.54

**Bills/Encumbrances - 2015**

General Services	\$ 17,918.49
Glen Oaks Facility Operation	15.78
Youth Services Center	16.59
Communications Center Operation	2,783.00
Jail Capital Improvements	485.88
HCC Building Complex	4,907.94

**Pre-Approved Encumbrance Amendments**

Watson Security Services, Inc.	\$ 1,052.13
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Supervisor Heidenreich moved approval of the above Bills/Encumbrances and Pre-Approved Encumbrances for the General Services Committee with this change, second by Supervisor Zajac. ADOPTED.

**Courthouse Security Assessment Report Follow-up and Direction for Moving Forward.**

Mr. Leu discussed with the Committee when the reports should be given to the rest of the County Board; thoughts on soliciting feedback from the Courthouse Department Heads; putting together a flow chart illustrating options, phasing possibilities, possible complications, and decision points; scheduling a tour of the Courthouse; have Captain DeRemer report on the security at the Courthouse, his recommendations and observations to the County Board; the screening of employees; and if these discussions should be done candidly in closed session.

The Committee decided to have a tour of the Courthouse at the end of the February 3<sup>rd</sup> meeting; the Assessment Report should be handed out to the County Board at Thursday's meeting; requested Mr. Leu do flowcharts on the different options; need to have feedback from department heads; and the Committee felt the discussion on flaws in the security system should be discussed in closed session.

Mr. Smith directed Mr. Leu to talk to Captain DeRemer to be available for the tour on February 3<sup>rd</sup>.

**Renaming the Health Care Center Building – Discussion.** Mr. Leu handed out and went over the background on the Health Care Center, suggestions he has received for possible names; and the possibility of having a study done to determine the future needs of the Health Care Center, the old Rock Haven, and the option of building new.

Chair Brill suggested having the seniors at the high schools come up with a name.

Chair Brill asked to have this item put back on the agenda in April.

**UW-Rock Fume Hood Purchase Amendment.** Supervisor Heidenreich moved approval to add the exterior mounted vacuum breakers, flow monitors, and outlets to the fume hood at a cost of \$1,350, second by Supervisor Zajac. ADOPTED.

**Semi-annual Report – Attendance at Conventions/Conferences.** The Committee accepted the report.

**Communications, Announcements and Information.** Supervisor Heidenreich said the tour of the Courthouse would be best for him if it were included on the February 3<sup>rd</sup> agenda.

**Adjournment.** Supervisor Heidenreich moved adjournment at 8:40 A.M., second by Supervisor Zajac. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**