



GENERAL SERVICES COMMITTEE
Minutes – December 6, 2016

Call to Order. Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, December 6, 2016 in Conference Room N-1, Rock County Courthouse East.

Committee Members Present: Supervisors Brill, Heidenreich, Homan, Yeomans and Zajac.

Committee Members Absent: None.

Staff Members Present: Brent Sutherland, Facilities Management Director; Josh Smith, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator.

Others Present: Supervisor Podzilni; Brian Zobel, Facilities Manager, UW Colleges – Southwest; Larry Lutzow and Paul Berg, Johnson Controls.

Approval of Agenda: Supervisor Yeomans moved approval of the agenda as presented, second by Supervisor Homan. ADOPTED.

Citizen Participation. Mr. Sutherland introduced Mr. Lutzow and Mr. Berg from Johnson Controls.

Approval of Minutes. Supervisor Zajac moved approval of the minutes of November 15, 2016 as presented, second by Supervisor Homan. ADOPTED.

Transfer.

<u>FROM</u>		<u>TO</u>	
<u>Account #</u>	<u>Amount</u>	<u>Account #</u>	<u>Amount</u>
18-1815-0000-62203	\$15,000	18-1815-0000-62400	\$15,000
Natural Gas		Repair & Maintenance Services	

Supervisor Heidenreich moved approval of the above Transfer and Appropriation for the General Services Committee, second by Supervisor Yeomans. ADOPTED.

Review of Payments. The Committee accepted the report.

Set Date(s) for Tours of Various Building Locations. The Committee decided to hold the offsite meetings at Rock Haven, Health Care Center, and then the Jail. Chair Brill asked Mr. Sutherland to work with Ms. Bondehagen on setting the meetings up.

Project Update & Change Orders.

Update on Building Energy Performance Initiatives Mr. Sutherland explained the Focus on Energy programs to help find where there may be opportunities on larger buildings to save energy. Johnson Controls will be doing an audit for the County on the Jail and the Courthouse. Focus on Energy will pay for 75% of the cost of the audit. If the County is able to complete the items from the audit Focus on Energy will pay the entire cost, up to \$200,000 per building. Mr. Sutherland said this will depend on what the incentives and payback will be. Mr. Lutzow added that the County should look at a two year, or less, payback.

Mr. Sutherland said the next two buildings he would recommend doing next year are Rock Haven and the Health Care Center.

Discussion on solar energy, set-backs, LED lighting, etc.

Update on Courthouse Security – Phase I Mr. Sutherland informed the Committee that Phase I is going out for bid on December 12, 2016 and due back on January 19, 2017 by 1:30 P.M.

Update on Traffic Study Mr. Sutherland went over the reports with the Committee and explained this information was for an upcoming meeting.

Update on Parking Structure Conditions Report Mr. Sutherland went over the reports with the Committee, answered questions, and said this is part of Phase I – Courthouse Security.

Update of Job Center Bathroom – Change Orders Mr. Sutherland went over the change order information, answered questions, and said these will be coming before the Committee for action at the next meeting.

Communications, Announcements and Information. None.

Executive Session: Supervisors Homan and Heidenreich moved to go into Executive Session at 9:39 A.M. per Section 19.85(1)(c), Wis. Stats. – Employment Issue in Facilities Management. ADOPTED on a roll call vote with the following: Ayes – Supervisors Brill, Heidenreich, Zajac, Homan, and Yeomans. All present.

Supervisor Heidenreich moved to go out of Executive Session at 9:55 A.M., second by Supervisor Zajac. ADOPTED.

Adjournment. Supervisor Heidenreich moved adjournment at 9:55 A.M., second by Supervisor Zajac. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.