

GENERAL SERVICES COMMITTEE

Minutes – February 2, 2015

Call to Order. Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, February 2, 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; Randy Terronez and Nick Osborne, Assistants to the County Administrator.

Others Present: Supervisor Podzilni.

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

Citizen Participation. None.

Approval of Minutes. Supervisor Heidenreich moved approval of the minutes of January 14, 2015 and January 20, 2015 as presented, second by Supervisor Zajac. ADOPTED.

Transfers and Appropriations. None.

Bills/Encumbrances - 2014

General Services	\$	1,988.66
Glen Oaks Facility Operations		805.00
HCC Building Complex		192.60

Bills/Encumbrances - 2015

General Services	\$	22,536.85
Glen Oaks Facility Operations		1,240.26
Youth Services Center		1,129.02
Communications Center Operations		442.00
Diversion / ASC Program		670.00
Jail Capital Improvements		1,951.17
HCC Building Complex		4,695.88

Pre-Approved Encumbrance Amendments

Samuels Group	\$	11,820.42
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Supervisor Zajac moved approval of the above Bills/Encumbrances and Pre-Approved Encumbrances for the General Services Committee, second by Supervisor Heidenreich. ADOPTED.

Resolution.

Retaining Architectural Firm to Prepare Plans and Specifications for a Maintenance Storage Building at the Complex

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2015, that Angus Young Architects of Janesville be retained to prepare plans and specifications for a maintenance storage building at the Rock County Complex for General Services in the amount of \$9,999; and,

BE IT FURTHER RESOLVED that a reimbursable expense and design contingency be established in an amount not to exceed of \$1,300.00.”

Supervisor Heidenreich moved approval of the above resolution, second by Supervisor Zajac. ADOPTED.

Communications, Announcements and Information. Chair Brill asked Mr. Leu if anything could be done to raise Mr. Smith’s seating up during County Board meetings as the Supervisors sitting on the opposite side cannot see him. Mr. Leu said that is how the area was built and that side is used by the Court Clerk during courtroom sessions and is lower than the side where the witnesses would sit.

Chair Brill asked if anything could be done about the podium microphone in the County Board room as it is hard for some of the Supervisors to hear what is being said. Mr. Leu said he has checked into this before and the equipment is good. He added that they could double check before County Board meetings to make sure the volume buttons have not been tampered with.

Adjournment. Supervisor Heidenreich moved adjournment at 8:21 A.M., second by Supervisor Brien. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.