

GENERAL SERVICES COMMITTEE

Minutes – October 21, 2014

Call to Order. Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, October 21, 2014 in Conference Room N1, Rock County Courthouse East.

Committee Members Present: Supervisors Brill, Heidenreich, Nash, Zajac and Brien (at 8:02 A.M.)

Committee Members Absent: None.

Staff Members Present: Rob Leu, General Services Director; Josh Smith, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Phil Boutwell, Human Services Deputy Director.

Others Present: None.

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

Citizen Participation. None.

Approval of Minutes. Supervisor Heidenreich moved approval of the minutes of September 23, 2014 as presented, second by Supervisor Nash. ADOPTED.

Transfers and Appropriations. None.

Bills/Encumbrances

Postage Meter	\$	503.07
General Services		15,036.07
Glen Oaks Operations		2,818.00
Communications Center Operations		83.18
Diversion Program/ASC Program		31.56
Jail Capital Improvement		2,228.38
HCC Building Complex		2,948.22

Pre-Approved Encumbrance Amendments None.

Supervisor Heidenreich moved approval of the above Bills/Encumbrances and Pre-Approved Encumbrances for the General Services Committee, second by Chair Brill. ADOPTED.

Updates.

Rock Haven

Update Report Mr. Terronez said there is nothing at this time.

Chair Brill asked about a recent state inspection. Mr. Terronez said the state inspection was a couple months ago and a few issues were identified and needed to be resolved; the inspectors were

just back to check on these issues and they are still not satisfied with a couple of the issues. He said it seems to be more a matter of dotting the "I"s and crossing the "T"s. Mr. Smith said the next step is the submittal of additional information and the inspectors will be back within the next week or so. He added that additional training on wound care is needed.

Courthouse Windows Project

Update Mr. Leu said Corporation Counsel submitted information to Mr. Smith, and there should be information for the next meeting.

Courthouse Planters

Update Mr. Leu said Gilbank is doing a little more digging to see what they may be getting into.

Youth Services Center Recreation Yard

Update Mr. Boutwell said the end date is in sight; and a new secure door into the recreation yard, which is a little wider, needs to be installed.

Change Order(s) Mr. Boutwell said there are three change order requests. The first one, PR #4, to stabilize the wall cavity to maintain the design intent for a wall mounted security fence for a cost of \$4,821; the second, PR #5, is to sod selected areas inside the fence and placing straw mats on dirt adjacent to the basketball court for a cost of \$600; and the third, PR #6, for a power receptacle to mount the new security monitor at the security station on the wall for a cost of \$222.20. This is a total cost of \$5,643.20.

Supervisor Zajac moved approval of Change Order Requests PR #4, PR #5 and PR #6 in the amount of \$5,643.20, second by Supervisor Heidenreich. ADOPTED.

Jail Roofing Project Mr. Leu said the project is going well; Nieman Roofing has done work for the County before and have done a good job. They are recommending two small roofs on Pinehurst, which have not been replaced since 1976, and one small wing on Pinehurst. Mr. Leu said this would be a change order for \$9,425 and includes tear off and a 10-year warranty.

Mr. Leu said we will need to have the area where the new building connects to the old one looked at as the parapet is attached to drywall not lumber. He said this is new construction from three years ago.

Supervisor Heidenreich moved to approve the change order for \$9,425 for the two new roofs, second by Supervisor Zajac. ADOPTED

Chair Brill asked if the cooling tower problem has been resolved. Mr. Leu said it is in the bidding process and they will both, Jail and Courthouse, be replaced this winter. He said the funds are in the 2014 budget.

2015 Budget Review. Mr. Leu referred the Committee to the 2015 Budget book, beginning on page 6 under General Services, and read through the Administrator's Comments.

Supervisor Heidenreich asked what the long term plan is for Rock Haven. Mr. Smith said a facilities study may need to be done for Rock Haven and the Health Care Center to see what our best options may be.

Supervisor Nash asked about the Courthouse Tower. Mr. Smith said the next step is to prepare a resolution to hire for design services.

Communications, Announcements and Information. None.

Adjournment. Supervisor Heidenreich moved adjournment at 8:51 A.M., second by Supervisor Nash. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

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