

**GENERAL SERVICES COMMITTEE**  
**Minutes – November 17, 2015**

**Call to Order.** Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, November 17, 2015 in Conference Room N-1, Rock County Courthouse East.

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

**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; Jeff Kuglitsch, Corporation Counsel.

**Others Present:** Supervisor Russ Podzilni.

**Approval of Agenda:** Chair Brill said there is a transfer and an additional bill that has been handed out to include in the agenda. Supervisor Heidenreich moved approval of the agenda with these additions, second by Supervisor Zajac. ADOPTED.

**Citizen Participation.** None.

**Approval of Minutes.** Supervisor Brien moved approval of the minutes of November 3, 2015 as presented, second by Supervisor Heidenreich. ADOPTED.

**Transfers and Appropriations.**

<u>FROM</u>		<u>TO</u>	
<u>Account #</u>	<u>Amount</u>	<u>Account #</u>	<u>Amount</u>
18-1810-0000-62203	\$7,717	18-1810-0000-67200	\$7,717
Gas Heating		Capital Repairs	

Supervisor Heidenreich moved approval of the above Transfers and Appropriations for the General Services Committee, second by Supervisor Zajac. ADOPTED.

**Bills/Encumbrances**

General Services	\$	12,643.22
Youth Services Center		191.94
Communications Center Operations		1,525.04
Diversion / ASC		608.29
Jail Capital Improvements		52,340.93
HCC Building Complex		6,077.99
General Services		7,416.60

**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 Supervisor Brien. ADOPTED.

**Updates.**

**Health Care Center**

**Masonry Project Change Order** Mr. Leu went over the change order for additional work to remove existing sealant and re-caulk an additional 320 linear feet of horizontal sealant joints for a total of \$1,840.

Moved by Supervisor Heidenreich to approve change order project #2015-29 in the amount of \$1,840, second by Supervisor Zajac. ADOPTED.

**Job Center Update** Mr. Leu handed out copies of the *Rock County Job Center & ADRC – Janesville Facility Condition Report* Angus-Young Associates dated May 29, 2014 and briefly went over it.

Mr. Leu handed out copies of the items budgeted for 2016 totaling \$475,734 and went over them.

Chair Brill suggested blacktopping the area in back of the building where the mail is delivered.

The Committee said they would like to tour the Job Center at an upcoming meeting.

**Communications, Announcements and Information.** Mr. Leu said the new regional associate deans/campus administrators have been announced and for the Southwest Region they are: Kristin Fillhouer, Associate Dean for Student Affairs and Enrollment/Campus Administrator, working out of the Rock County Campus; Dundee McNair, Associate Dean for Administration and Finance/Campus Administrator, working out of the Baraboo/Sauk Campus; and Tracy White, Associate Dean for Academic Affairs/Campus Administrator, working out of Richland Campus. Mr. Leu said the regional maintenance person has not yet been named.

Chair Brill said he would like an update on the UW dorms at a future meeting.

Supervisor Nash asked about the scaffolding and missing bricks at the Courthouse and the length of time they have been working on this. Mr. Leu said the contractor cut through the electrical and the concrete coping stones at the top, which the contractor is fixing.

**Adjournment.** Supervisor Heidenreich moved adjournment at 8:27 A.M., second by Supervisor Zajac. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**