

GENERAL SERVICES COMMITTEE
Minutes – February 18, 2014

Call to Order. Vice Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, February 18, 2014 in Conference Room N-1, Fifth Floor, Courthouse-East.

Committee Members Present: Supervisors Brill, Collins and Podzilni (Ex-officio member).

Committee Members Absent: Supervisors Heidenreich, Nash and Owens.

Staff Members Present: Craig Knutson, County Administrator; Rob Leu, General Services Director; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Jeff Kuglitsch, Corporation Counsel; Sue Prostko, Nursing Home Administrator; Doug Keating, Superintendent, Rock Haven.

Others Present: Kurt Berner and Kevin Higgs, Samuels Group.

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

Citizen Participation. None.

Approval of Minutes. Supervisor Collins moved approval of the minutes of February 4, 2014 as presented, second by Supervisor Podzilni. ADOPTED.

Transfers and Appropriations. None.

Bills/Encumbrances - 2013

Purchasing Inventory	\$ 1,150.09
General Services	2,347.52
Jail Capital Improvements	20,525.00
Courthouse Facility	665.50

Bills/Encumbrances - 2014

HCC Building Complex	\$ 6,241.95
HCC Complex-Maintenance	1,654.00
General Services	15,354.67
Glen Oaks Facility Operations	1,033.25
Youth Services Center	1,229.74
Communications Center Operations	721.26
Diversion/ASC	922.03
Jail Capital Improvements	327.79

Pre-Approved Encumbrance Amendments None.

Supervisor Collins moved approval of the above Bills/Encumbrances for the General Services Committee, second by Supervisor Podzilni. ADOPTED.

Updates.

Jail Project

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

Rock Haven

Update Report Mr. Berner reported there have been problems with cold areas in two of the neighborhoods. They found some insulation problems, vapor breaches, etc. Samuels Group did contact a couple outside consultants, with permission from the County, for proposals and Architectural Testing, Inc. was the only one to get back to us at this time. The Basic Scope of the work includes a review of the background information pertinent to the building envelope, perform an interior survey using an infrared camera, perform an exterior visual survey, perform an exterior infrared survey of the envelope, prepare a report of their finds and recommendations, and one meeting to review their report. They will not be doing any of the destructive/repair work on the walls during this phase and the cost will be \$7,650. Secondary scope would be subject to the results/findings of Phase I and would include a destructive component with costs amounting to \$8,950. Mr. Terronez said this is the logical next step for the County to take to find the problem(s). Mr. Berner said the contractors are very supportive of this as they want to find the problem(s) as well and the contractor has agreed to pay for this project. Mr. Berner added the liability insurance is still in place.

Supervisor Collins moved approval to hire Architectural Testing, Inc. to do this analysis with funds to be paid by CG Schmidt, second by Supervisor Podzilni. ADOPTED.

Mr. Berner said CG Schmidt has made it clear they are not walking away from this project and they want the County to be a satisfied customer.

Communications, Announcements and Information. None.

Executive Session: Supervisors Collins and Podzilni moved to go into Executive Session at 8:20 A.M. per Section 19.85(1)(g) Wis. Stats. Conferring with Legal Counsel Regarding Potential Litigation. ADOPTED on a roll call vote with the following: Ayes – Supervisors Brill, Collins and Podzilni. Supervisors Heidenreich, Nash and Owens were absent.

Vice Chair Brill announced that the Committee would meet in closed session per Section 19.85(1)(g) Wis. Stats. Conferring with Legal Counsel on Potential Litigation.

Supervisor Podzilni moved to go out of Executive Session at 8:29 A.M., second by Supervisor Collins. ADOPTED.

Adjournment. Supervisor Collins moved adjournment at 8:29 A.M., second by Supervisor Podzilni. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.