

GENERAL SERVICES COMMITTEE
Minutes – April 2, 2013

Call to Order. Chair Owens called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, April 2, 2013 in the Conference Room N-1, Fifth Floor, Courthouse-East.

Committee Members Present: Supervisors Owens, Brill, Collins, Heidenreich and Nash.

Committee Members Absent: None.

Staff Members Present: Rob Leu, General Services Director; Randy Terronez and Nick Owens, Assistants to the County Administrator; Sherry Gunderson, Nursing Home Administrator; Jeff Kuglitsch, Corporation Counsel.

Others Present: Kevin Higgs, The Samuels Group.

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

Citizen Participation. None.

Approval of Minutes. Chair Owens informed the Committee that on page 3, change orders, the amount should be \$162,477.00. Supervisor Collins moved approval of the minutes of March 19, 2013 with this correction, second by Supervisor Brill. ADOPTED.

Transfers and Appropriations. None.

Bills/Encumbrances

Rock Haven Project	\$	4,835.60
HCC Building Complex		1,344.79
Postage Meter		413.85
General Services		16,593.26
Glen Oaks Operations		1,262.36
Juvenile Detention Operations		1,406.44
Communications Center Operations		1,135.94
Adolescent Services/Guidance		7,752.56
Jail Capital Improvement		69.64
Rock Haven Project		450.00
Courthouse Security		1,200.00

Pre-Approved Encumbrance Amendments None.

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

Resolutions.

Repealing Rock County Smoking Ordinance 3.701 and Adopting Wisconsin Statewide Smoke Free Air Law

“NOW, THEREFORE, BE IT ORDAINED by the Rock County Board of Supervisors in session this _____ day of _____, 2013, that Section 3.701 of the Rock County Code of Ordinances is hereby repealed and recreated to read as follows:

3.701 SMOKING IN CERTAIN PLACES PROHIBITED

(1) Authority. This Ordinance is adopted under the authority granted by § 101.123, Wis. Stats. as may be amended.

(2) Purpose. The purpose of this Ordinance is to promote the health and comfort of the public and Rock County employees.

(3) Definitions. As used in this Section.

(a) “Assisted Living Facility” means a community-based residential facility, as defined in Sec. 50.01(1g), Wis. Stats., a residential care apartment complex, as defined in Sec. 50.01(1d), Wis. Stats. or an adult family home as defined in Sec. 50.01(1)(b), Wis. Stats.

(b) “Building” means any enclosed, indoor area of a structure owned by the County or any enclosed, indoor area of that part of a structure leased by the County.

(c) “County-owned” means any buildings, as defined in this Section, owned by the County.

(d) “County-leased” means any part of a building, as defined in this Section, which is leased by the County.

(e) “Enclosed Indoor Area” means all space between a floor and a ceiling that is bounded by walls, doors, or windows, whether opened or closed, covering more than fifty percent (50%) of the combined surface area of the vertical planes constituting the perimeter of the area.

(f) “Entrance” means a doorway which gives direct access to a building from a contiguous street, plaza, sidewalk or parking lot, opened windows, and any building ventilation systems.

(g) “Smoking” means inhaling, exhaling, burning or carrying any lighted cigar, cigarette, pipe, electronic cigarette or any other lighted smoking equipment in any manner or in any form.

(h) “Vehicle” means any automobile, truck, or other motorized piece of equipment owned, leased, or operated by the county.

(i) "Workplace" means any enclosed indoor area that employees normally frequent during the course of employment, including an office, a work area, an elevator, an employee lounge, a restroom, a conference room, a meeting room, a classroom, a hallway, a stairway, a lobby, a common area, a vehicle, a storage area, or an employee cafeteria. A private residence shall not be considered a place of employment unless it is used as a child care, adult day care, or health care facility.

(3) Smoking Prohibited.

(a) No person shall smoke in any County-owned or County-leased building, work place or vehicle at any time.

(b) Smoking is prohibited within thirty (30) feet of any entrance of a county-owned or county-leased building, or workplace.

(c) No person shall smoke within the buildings, within thirty (30) feet of any building, or within designated non-smoking areas of the campus grounds, at UW-Rock County.

(d) No person shall smoke within the building or the campus area of Rock Haven.

1. The "campus of Rock Haven" shall be defined for the purpose of this ordinance as those areas, both indoors and outdoors, falling within the perimeter of the campus boundary surrounding the skilled nursing facility building at Rock Haven.

(4) Exceptions. The prohibition in Subsection (3) shall not apply to the following structures or the following areas:

(a) County-owned or County-leased residential rooms in assisted living facilities, which are designated smoking as defined in §§ 101.123(3)(i) and 101.123(3)(j), Wis. Stats.

(b) Private residences in buildings owned or leased by Rock County, unless the building is otherwise designated as smoke free.

(c) Outside smoking areas, designated and approved by the County Board.

(5) Responsibilities. The County shall post signs prohibiting smoking at least thirty (30) feet from the public entrance of County-owned and County-leased buildings and work places. The signs shall be: (a) of uniform dimensions and other characteristics required under § 101.123(2m), Wis. Stats., specified by § 101.123(6), Wis. Stats.; (b) be posted at doorway entrances of county-owned and county-leased buildings, and work places.

(6) Penalties and Enforcement.

(a) Any person who violates any provision of this Ordinance shall, upon conviction thereof, forfeit not less than \$100.00, nor more than \$250.00 for each violation together with the costs of prosecution and forfeiture.

(7) Effective Date. This Ordinance shall be full force and effect as of May 13, 2013.”

Supervisor Nash moved approval of the resolution, second by Supervisor Heidenreich.

Mr. Kuglitsch said the intent of this resolution is to try to mirror the state resolution. He said the District Attorney and Sheriff have looked at the ordinance and are both okay with it.

PASSED on the following vote: AYES – Supervisors Owens, Brill, Heidenreich and Nash; NOs – Supervisor Collins.

Approving Additional Contingency Funding and Amending the 2013 Budget for the Rock Haven Facility Replacement Project

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2013 that the Contingency budget be increased a total of \$56,303 to cover change orders and related project costs as recommended by the Samuels Group with funds to come from the Net Assets of the Rock Haven operational account, and that the 2013 budget be amended as follows:

...

BE IT FINALLY RESOLVED, that the General Service Committee be delegated the authority to approve all change orders for the Rock Haven Facility Replacement Project and report any change orders over \$10,000 to the Rock County Board of Supervisors at its regularly scheduled meeting.”

Supervisor Brill moved approval of the resolution, second by Supervisor Heidenreich.

Mr. Higgs went over the Program Request Log and Change Orders #27 and #28 and answered questions.

ADOPTED.

Updates.

Jail Project

Update Report Mr. Higgs said Tri North has turned in paperwork yesterday but he has not had the opportunity to go over it yet. Mr. Terronez added that Tri North is still holding payment to Silha due to the dispute on the fiber break claim.

Change Orders None.

Rock Haven

Update Report Mr. Higgs reported the following:

They continue to move ahead on the wrap up of the stairwells; Eppstein Uhen and Samuel Group are working on the mezzanine doors, drain tile and electrical manholes; they are wrapping up the punch list.

Change Orders Mr. Higgs reported the following:

Program Request #27 (COR#194) pertaining to the Fire Marshals directive for additional fire detectors for a cost of \$4,558.00; (COR#195) pertaining to the owners request to install 2 additional light fixtures in the kitchen food prep area for a cost of \$510.00; (COR#196) pertaining to the owners request to install 2 wall phones in the loading dock area for a cost of \$959.00; (COR#197) pertaining to hose bibs for the cart wash area for a cost of \$4,498.00; (COR#198) pertaining to furnish and install water supply connections to the dishwasher at the group kitchen site for a cost of \$473.00. For a total cost of \$10,998.00.

Supervisor Heidenreich moved approval of Program Request #27 in the amount of \$10,998.00, second by Supervisor Brill. ADOPTED.

Program Request #28 (COR#186) pertaining to add porch rails and privacy fencing at the porches for a total cost of \$45,305.00.

Supervisor Heidenreich moved approval of Program Request #28 in the amount of \$45,305.00, second by Supervisor Brill. ADOPTED.

Approval to Retain Angus Young Architects for Design and Engineering for the Exit Stair from the HCC Tunnel. Mr. Leu explained this is required by the Fire Department to have an exit on the other end of the tunnel. He said he was going to check to see if there was a more inexpensive way to make the exit and this may be with someone other than Angus Young.

Supervisor Brill moved to approve retaining Angus Young Architects for Design and Engineering for the exit stair from the HCC tunnel, second by Supervisor Nash. ADOPTED.

Communications, Announcements and Information.

Meeting Date for UW-Rock Mass Notification Report Chair Owens said the meeting date has been set for April 23, 2013 and will be at 8:00 A.M. in Conference Room N-1.

Joint General Services/Health Services Meeting at the New Rock Haven Facility

Chair Owens said the joint meeting will be held on April 30, 2013 at 4 P.M. at the new Rock Haven.

Adjournment. Supervisor Collins moved adjournment at 8:35 A.M., second by Supervisor Brill. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.