

GENERAL SERVICES COMMITTEE
September 6, 2011

Call to Order. Chair Owens called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, September 6, 2011 in Conference Room N-1 on the fifth floor of the Rock County Courthouse-East.

Committee Members Present: Supervisors Owens, Brill, Combs, and Mawhinney.

Committee Members Absent: Supervisor Heidenreich.

Staff Members Present: Rob Leu, General Services Director; Craig Knutson, County Administrator; Randy Terronez, Assistant to County Administrator; Commander Erik Chellevold; Captain Craig Strouse; Jeff Kuglitsch, Corporation Counsel.

Others Present: Kevin Higgs, The Samuels Group.

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

Citizen Participation. None.

Approval of Minutes. Supervisor Combs moved approval of the minutes of August 11, 2011 and September 16, 2011 as presented, second by Supervisor Brill. ADOPTED.

Transfers and Appropriations. None.

Bills/Encumbrances

HCC Building Complex	\$	13,608.07
Purchasing Inventory		10,330.76
General Services		21,922.74
Glen Oaks Operations		361.73
Juvenile Detention Center Operations		802.67
Communications Center Operations		528.74
Jail Capital Improvement		3,759.63
Courthouse Facility		21,352.96
U-Rock Expansion		88,825.00
Jail/HCC Complex		9,509.60

Pre-Approved Encumbrance Amendments None.

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

Updates.

Jail Project

Update Report Mr. Higgs reported the ceiling framing is complete; Globalcom is pulling low voltage cables for security, data and the PA system; the security glass shipping and is shipping on September 7th and scheduled for installation on September 12th.

Change Orders Mr. Higgs said there are none at this time.

Rock Haven

Update Report Mr. Higgs reported they met on Friday; the resolutions go to the County Board on Thursday; and they are working on the contract for C. G. Schmidt.

UW-Rock County

Skylight / Wall Project

Update Report Mr. Leu said the project is done and they did an excellent job. He said the art teacher would like to put up track lighting but Interim Dean Kostka feels they should wait for a little while before doing anything.

Change Orders Mr. Leu said there are none at this time.

Landscaping Mr. Leu said the grass is taking hold pretty well, and the plantings are in. He added Saik Design is sending someone to inspect the planting and make sure it was done properly. Mr. Leu said the watering is being done and everything looks healthy.

Parking Lot Expansion and Repair Mr. Leu said everything looks good, the striping is done, and the sidewalk replacement is done.

Master Plan Update Mr. Leu said they had the kickoff meeting, the engineers have been taking data, and they are waiting for the first focus group meeting. Mr. Leu said they are looking at have the plan done by November. He added that they are expecting to have the new Dean on board sometime in October.

Chair Owens requested an update about half way through the project. Supervisor Combs agreed it would be good to see what the feeling is after they meet with staff.

Courthouse

Lobby / Flooring Mr. Leu said Halvorson will be ready to start the project here after they finish the schools. He added that everything is in and ready to go.

Signage Mr. Leu said they are obtaining information from the departments to bid the project out.

Chair Owens asked what the prices are for the flipchart signs. Mr. Leu said he will get these prices from Purchasing. Chair Owens said the Committee needs to see what the prices are as he does not feel expensive signage is needed. Mr. Leu said he had surveyed the departments

to see what they would like. Chair Owens said he feels this is a simple request the Committee had asked for a while ago.

County Clerk's Office Mr. Leu said they have completed the office's requests, the electrician was in and they have all the requested keys.

Front Entrance Mr. Leu said the concrete contractor had to reschedule as they had a problem on another job.

Supervisor Combs asked about the planters in front. Mr. Leu said they will have to be torn out; they had a number of contractors in but they did not have any suggestions. He added they are checking with Wausau Tile to see what they may have. Supervisor Combs asked why that can't just be torn out. Mr. Leu said that is an option. Supervisor Combs requested Mr. Leu come back with some plans. Chair Owens asked why the planters couldn't be taken out, leave the retaining wall and put in a concrete bench. Mr. Leu suggested the possibility of the Master Gardeners doing something with the planters. He added that they need to have a plan in place to start in the spring. Chair Owens agreed to the need to get information on the planters and also in contacting the Master Gardner.

Resolution

Awarding Contract for Sidewalk Replacement at Sheriff's Office

"NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2011, that a contract for sidewalk replacement at the Sheriff's Office be awarded to Valia Excavating of Fort Atkinson in the bid amount of \$29,949.00."

Supervisor Brill moved approval of the resolution, second by Supervisor Combs. ADOPTED.

Update Report – UW Rock County Parking Lot Project and Parking Permit. Mr. Kuglitsch said he had checked into parking fees to recoup costs. He talked to three other counties and none of them charge fees. Mr. Kuglitsch said since the County owns the land we could change a fee, but the problem he sees is that UW-Rock County now pays for the day-to-day maintenance and snow clearing and if we charge a fee we open ourselves to liability. Mr. Kuglitsch said his advice is to leave it as it is, that it is not worth it to open ourselves to the liability.

Supervisor Combs said he agrees with Mr. Kuglitsch to stay away from the liability. The Committee was in agreement.

Communications and Announcements. Mr. Kuglitsch said he has revised the Smoking Ordinance to a simpler draft and has sent it to the District Attorney and the Sheriff's Office; he is waiting to hear back from them.

Chair Owens said he and Mr. Boutwell will be meeting with Amy Loudenberg regarding proposed legislation design build.

Supervisor Combs said he feels the architects did an excellent job on the Rock Haven Facility Replacement Project and came in at a reasonable price, but he feels it is too spread out. Chair Owens said Rock Haven deals with a different clientele than a regular nursing home and is a good layout for their needs. Chair Owens said the operations costs should be going down with the new facility. Supervisor Combs said he would like to see if this holds true three years from now.

Adjournment. Supervisor Combs moved adjournment at 8:42 A.M., second by Supervisor Brill. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.