



GENERAL SERVICES COMMITTEE
Minutes – June 6, 2017

Call to Order. Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, June 6, 2017 in Conference Room N-1, Rock County Courthouse-East.

Committee Members Present: Supervisors Brill, Heidenreich, Homan, Yeomans and Zajac.

Committee Members Absent: None.

Staff Members Present: Brent Sutherland, Facilities Management Director; Dave Froeber, Facilities Superintendent; Josh Smith, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Bill Cameron, Facilities Management Crew Leader; Brian Allen, Tom Biege, Blake Peterson, Dave Dickerson, Kerry Role, Facilities Management Maintenance Workers; Delores Smith and Carla Quirk, Facilities Management Administrative Assistants.

Others Present: Kathy Voskuil.

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

Citizen Participation. None.

Approval of Minutes. Supervisor Yeomans moved approval of the minutes of May 16, 2017 as presented, second by Supervisor Zajac. ADOPTED.

Transfer. None.

Review of Payments. The Committee accepted the report.

Resolution.

Authorizing the Upgrade to the Honeywell Controllers at the Rock County Jail

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____ 2017, that a purchase order be issued to Honeywell Building Solutions in the amount of \$27,185.00, for the required engineering, equipment, installation, setup, and programming for the Honeywell Controller.

BE IT FURTHER RESOLVED, that a \$5,000.00 contingency also be approved to cover any possible unforeseen items”

Supervisor Zajac moved approval of the above resolution, second by Supervisor Homan. ADOPTED.

Projects Update.

Space Study Mr. Sutherland handed out copies of the *Rock County Space Needs Study – Health Care Center Study* and a copy of the e-mail explaining why the gas cost for 2014 was so much higher than 2013 and 2015. Mr. Sutherland said the study includes building information on the old Rock Haven, Health Care Center, and Adolescent Services Center; building space efficiency; building energy efficiency; building cost analysis; and space utilization plans for the Health Care Center, Courthouse, and Adolescent Service Center. Mr. Sutherland pointed out the square foot comparisons of the Courthouse, Health Care Center, Job Center, Adolescent Service Center/Diversion, and said the GSA 2012 study shows 300-350 staff per square foot is the average. Page 13 shows the utility costs by building for 2013, 2014, and 2015. Mr. Sutherland said page 16 has information and costs on 4 scenarios he would like the Committee to look at. Mr. Sutherland said some of the issues with the Health Care Center is there is a struggle with not enough electrical outlets, the building is run on a pneumatic system, which is very inefficient. The Adolescent Service Center has to be shut down to do any work on it, which will be addressed somewhat when the old (2006) boilers from the old Rock Haven building are moved there.

The Committee and staff discussed the needs and wants of employees, ways to help employee efficiency, employee complaints over the years on air/heat/cooling issues due to the Health Care Center building not built as office space, if departments should be moved to other buildings for a better overall fit, that we should stop putting money in the old Rock Haven building and it should be demolished.

Mr. Sutherland asked the Committee if they would like this space need study put on the June 20 agenda for more discussion and possible action. The Committee asked to have this put on the next agenda.

Semi-Annual Report – Attendance at Conventions / Conferences. The Committee accepted the report.

Communications, Announcements and Information.

Introduction of New Facilities Management Personnel Mr. Sutherland introduced Bill Cameron, Facilities Management Crew Leader; Brian Allen, Tom Biege, Blake Peterson, Dave Dickerson and Kerry Role, Facilities Management Maintenance Workers; Delores Smith and Carla Quirk, Facilities Management Administrative Assistants.

Executive Session: Supervisors Heidenreich and Homan moved to go into Executive Session at 9:16 A.M. per Section 19.85(1)(c) Wis. Stats. – Performance Evaluation – Facilities Management Director. ADOPTED on a roll call vote with the following: Ayes – Supervisors Brill, Heidenreich, Homan, Yeomans and Zajac. All present.

Supervisor Heidenreich moved to go out of Executive Session at 9:42 A.M., second by Supervisor Homan. ADOPTED.

Adjournment. Supervisor Heidenreich moved adjournment at 9:42 A.M., second by Supervisor Homan. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.
