

DODGE COUNTY BUILDING COMMITTEE MINUTES

Administration Building, Room 1A, 127 East Oak Street, Juneau, WI 53039

Date: April 13, 2015

Call to order: The meeting was called to order by Chairman Mattson at 8:30 a.m. in room G46 of the Henry Dodge Office Building with the following members present: **Rodger Mattson, Chester Caine, Mark Roesch, and Dennis Schmidt.** **Tom Nickel** is excused from the meeting.

Also present: Russell Freber, Director of Physical Facilities; and Mary Kay Westimayer, Administrative Secretary.

Public Forum: None

Minutes: A motion was made by Dennis Schmidt and seconded by Chester Caine to approve the minutes of the March 4 and March 17 meeting as recorded and allow the chairman to go out of order to efficiently conduct the meeting. Motion carried.

Communications & Committee Member Reports: None

Consider, Discuss & Take Action:

A motion was made by Chester Caine and seconded by Mark Roesch to accept the bid for the Administration Building Parking Lot from Northeast Asphalt in the amount of \$68,000 with the date yet to be determined. Motion carried.

Russ asked the committee if money was made available would they support additional energy saving projects at the HDOB? Some of those projects would be new lighting, motion sensors and air handlers with motion sensors on them. There would be Focus on Energy discounts available for some of these projects. The committee was in favor of seeking County Board approval for additional energy saving projects.

The committee considered the 4 bids submitted for the purchase of a new chiller for the HDOB Air Conditioner Project. **A motion** was made by Dennis Schmidt and seconded by Mark Roesch to recommend the direct purchase of a Daikin brand chiller from Master Building Solutions at a purchase price of 109,800. The Building Committee then signed a resolution to be presented to the County Board on April 21, 2015. If approved the next step would be to bid out the installation portion of this project.

A motion was made by Chester Caine and seconded by Mark Roesch to convene in closed session.

Before voting on the motion, Chairman Mattson announced to all present that the purpose of the closed session will be to deliberate the purchasing of public properties, which, because of competitive and bargaining reasons, requires a closed session, specifically, a parcel of real estate to which Dodge County Parcel Identification Number 241-1115-2114-057 has been assigned, and which is located in the City of Juneau, Dodge County, Wisconsin, and that Section 19.85 (1) (e) of the Wisconsin Statutes authorizes the closed session.

A roll call vote was taken. Motion carried by unanimous vote of all members present.

There was deliberation concerning the purchasing of public properties, which, because of competitive and bargaining reasons requires a closed session, specifically, a parcel of real estate to which Dodge County Parcel Identification Number 241-1115-2114-057 has been assigned and which is located in the City of Juneau, Dodge County, Wisconsin.

A motion was made Chester Caine and seconded by Dennis Schmidt to reconvene in open session. A roll call vote was taken. Motion carried by unanimous vote of all members present.

The Building Committee is not interested in purchasing the parcel of real estate at this time. No action required.

Report & Consider Maintenance Operations & Projects:

Administration Building:

HVAC Software: The Administration Building is moving forward with the Metasys software program. This program enables Physical Facilities to make changes and get notification of alarms from their phones.

Air Barrier Project: The project is scheduled to begin on April 20, 2015.

Time changes to door unlocking: Our department has changed the unlock time for the doors at this building. At 7 am the doors will unlock and at 9 pm Monday thru Thursday the doors will be locked. Friday they will lock at 5 pm. The stairwells will also be locked. Chester Caine requested the Business Hours be posted on the locked doors directing them to the entrance that is open.

HDOB:

Elevator Update: The door opening needs to be enlarged. We will need to replace the door and frame with a 44" door and 48" opening.

Jail:

Update on the Water Heater Replacement Project: April 20, 2015 is the startup date for this project. The water heaters were a direct purchase to save money on sales tax. As they progress with this project we will have a better idea what shape the pipes are in.

Jail Inspection Update: A letter was shared with the committee with compliments on how well we maintain our jail facility. Chester suggested we publically commend the staff for the work done on the jail. Areas that need additional attention were identified during the pod cleaning and will be put on the schedule when time permits.

Other Discussions:

Safety Officer: Russ asked the members to consider the need for a Safety Officer for the County, someone that could do seminars in house and stay current on the codes that change year to year.

MetalFab Building: Bids have started coming in for the purchase of this building with the deadline on May 7, 2015. On April 21st the County Board will tour the facility.

Salter for the Pickup: \$2500 has been budgeted this year for a new salter to be used in the pickup. After researching the options that are out there more money is needed to purchase a salter that would adequately do the job. Russ estimated the purchase price around \$3000 to \$5000. It is possible that if we make the purchase off season the price may be reduced.

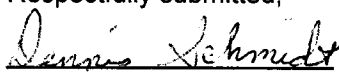
Budget Items for 2016: Discussion took place on replacing one of the John Deere Tractors with a Skid Steer Loader. The Committee was in favor of including this item in the 2016 Budget.

The Committee will leave to tour the Gym and 3rd floor remodel project. After the tour the committee will return to meeting room G46 to adjourn the meeting.

The next meeting is scheduled for Wednesday, May 6, 2015 at 8:30 a.m. in Room 1A of the Administration Building.

Adjournment: There being no further business to come before this committee, a motion was made by Chester Caine and seconded by Dennis Schmidt to adjourn the meeting at 11:26 a.m. Motion carried.

Respectfully submitted,


Dennis Schmidt, Secretary