

# DODGE COUNTY BUILDING COMMITTEE MINUTES

---

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

Date: September 2, 2015

**Call to order:** The meeting was called to order by Chairman Mattson at 8:00 a.m. with the following members present: **Rodger Mattson, Chester Caine and Tom Nickel**

**Also present:** Russell Freber, Director of Physical Facilities; Barbara Brooks, Administrative Secretary

**Public Forum: None**

**Minutes:** A motion was made by Chester Caine and seconded by Tom Nickel to approve the minutes of the August 5, 2015 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 and Take Action:**

**Room Usage Courthouse for Restorative Justice:** Judge Storck has found a location in the reserve Judge's Chambers. The room will be looked at today by Restorative Justice. A doorbell would need to be added to give public access to the area. If this location works for Restorative Justice the move would take place after January 1, 2016. This will be put back on the Building Committee's agenda for final approval on the October 7<sup>th</sup> meeting.

**Capital Improvements Projects:**

Installation of an air conditioner for the Law Enforcement Center, this might be removed pending other Capital Improvements needs.

Purchase of a skid loader with attachments that can be used year around.

The Dodge County Physical Facilities Department has deemed it necessary to replace the 20 year roof at the Dodge County Administration Building. Bids are due September 10, 2015 with acceptance to be determined at the Dodge County Board budget meeting November 10, 2015.

Due to the units being unreliable it is necessary to replace the air conditioning in the 911 server rooms at the Dodge County Legal Services Building.

Refurbishment of the 400 ton Trane air conditioner at the Dodge County Detention Facility.

The dishwasher for the jail is in 2017 for replacement.

2018-2019 3 Trane air conditioning units at the Justice Facilities

2018 A more permanent solution for the repairs of the grass area in the boulevard on North Main and Center Street by the Dodge County Administration Building.

Addition to existing storage shed at the HDOB

**Micromain Training:**

Three of our Maintenance staff will be attending two day training in Milwaukee to expand on the knowledge of the Maintenance software. The cost of this training is \$1,000.00 per person.

**2016 Budget:**

The budget was discussed with numerous projects and equipment included. The budget has been submitted to the Dodge County Administrator for changes or approval. An updated list will be provided to the Building Committee at the October 7<sup>th</sup> meeting.

**Report & Consider Maintenance Operations & Projects:**

Russ Freber updated the committee on the projects at the different locations.

**Administration Building**

*Administration Building Roof Project* bids are due September 10, 2015. Bids will be awarded after budget.

*Parking Lot* will be worked on the week of September 1, 2015.

**Jail**

*Water Heater Project* scheduled to be finished up by the middle of September.

*Security Electronics Upgrade at the Jail/Courthouse* has gone out for bids. There was a walk through on Friday August 28, 2015 with a good turnout of vendors and contractors.

**HDOB**

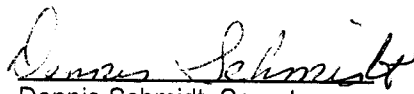
*HDOB chiller* arrived Monday August 31, 2015. Johnson Controls was hired as the prime contractor for the installation of the chiller. The contract has been sent to Johnson Controls for signature. The chiller will be ready for the 2016 cooling system.

The next meeting is scheduled for Wednesday October 7, 2015 at 8:30 a.m. in Room 1A of the Dodge County Administration Building

**Adjournment:**

There being no further business to come before this committee, a motion was made by Chester Caine and seconded by Tom Nickel to adjourn the September 2, 2015 meeting at 8:32 a.m. Motion Carried.

Respectfully submitted,

  
Dennis Schmidt, Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.