

# DODGE COUNTY BUILDING COMMITTEE MINUTES

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

Date: April 6, 2016

**Call to order:** The meeting was called to order by Chairman Mattson at 8:01 a.m. with the following members present: **Rodger Mattson, Mark Roesch, Dennis Schmidt and Tom Nickel**

**Also present:** Russ Freber, Director of Physical Facilities; Phil McAleer, Assistant Director of Physical Facilities; Barbara Brooks, Administrative Secretary; Jim Mielke, County Administrator; Dale Schmidt, Sheriff; Steve Skattebo, RTM; Mark Taylor, Engberg Anderson

**Public Forum: None**

**Minutes:** A motion was made by Dennis Schmidt and seconded by Mark Roesch to approve the minutes of the March 2, 2016 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:**

**Number 241-1115-2141-037 has been assigned, located at 105 South Main Street, in the City of Juneau, Wisconsin:** \$72,900 is the asking price of this property. It was discussed by the committee if there was a future plan for this property and if there is a necessity because once the land is sold it is land locked and wouldn't have the opportunity to purchase it. Measurements of this property will be brought to the April meeting.

**County Board Resolution, Consulting Services for Proposed Detention Facility Sanitary Pipe Replacement:** Resolution was signed. A motion was made by Dennis Schmidt and seconded by Tom Nickel for a Resolution to be forwarded to the County Board to hire Engberg Anderson for Professional Architectural Services. Motion carried.

**County Board Resolution, Proposed Budget Amendment – Administration Building Roof Replacement Project:** Facility Engineering removed ballast last week and found wet insulation. Facility Engineering did a nuclear scan on the roof, which identifies the wetness of the insulation. After the scan was complete moisture was discovered on the south side. The insulation on the north side was dry so work can continue on the north side. The south side insulation was moist so Facility Engineering recommended to Pioneer Roofing to let that dry out with the sun before new membrane be installed. The penthouse area has been replaced. No Resolution to the County Board is needed at this time for additional funding for wet insulation.

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

## **Administration Building**

**Roof Project** Facility Engineering was on site last week and found wet insulation. North side can be replaced. South side will need some sun to dry insulation. Area around penthouse has been replaced.

**County Board Room** new equipment has been installed.

**Lawn Care Services** we will be hiring Becker Lawn Care this year instead of Grass Choppers.

**Kronos Activities** went live on April 2, 2016. This activity module will track man hours per building, and per activity.

**Advertising for Maintenance Mechanic PM Shift** this position has been out for 3 weeks with 1 application and 1 within the department. We may need to look at other options for advertisement.

**Henry Dodge Office Building**

*Chiller Replacement Project* the weather is holding back the startup time for this machine. We need to coordinate vendors, Johnson Controls, Masters, being on site with weather permitting.

**Courthouse**

*Counter Tops in Branch 1 and 5* counter tops in Branch 1 have been installed. Counter tops in Branch 5 will be installed by the end of this month.

*Flooring* received some bids ranging from \$13-\$23,000. We will be looking at the best options.

**Jail**

*Ice Inspection* Sheriff Dale Schmidt informed the committee that the inspection went very, very well. Sheriff Dale Schmidt also informed the committee that the inspectors gave a high praise to Russ Freber and Phil McAleer for the well maintained facility. Russ informed the committee that it was all do to the excellent staff that he has.

The next meeting is scheduled for Wednesday May 4, 2016 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 Tom Nickel and seconded by Dennis Schmidt to adjourn the April 6, 2016 meeting at 9:32 a.m. Motion Carried.

Respectfully submitted,



Dennis Schmidt, Secretary

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