

## DODGE COUNTY BUILDING COMMITTEE MINUTES

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

**Date: February 6, 2013**

**Call to order:** The meeting was called to order by Chairman Mattson at 8:00 a.m. with the following members present: **Rodger Mattson, Paul Marose, Clem Hoelzel, and Ed Nelson**

**Absent:** Chester Caine

**Also present:** Russell Freber, Director of Physical Facilities; Phillip McAleer, Asst. Director of Physical Facilities; and Brenda Saugstad, Secretary

**Minutes:** A motion was made by Nelson and seconded by Marose to approve the minutes of the January 8, 2013 meeting as recorded and allow the chairman to go out of order to efficiently conduct the meeting. Motion carried.

A discussion was held on the Administration Building stone restoration project. It was the recommendation from Corporation Counsel John Corey to rebid Phase 2 of the stone project for 2013.

**A motion** was made by Hoelzel and seconded by Nelson to rescind the motion from the January 8, 2013 meeting approving Change Order #4 from Eugene Matthews to extend the contract on the Administration Building stone project. Motion carried.

Russ Freber informed the committee the request for bids for Phase 2 of the stone restoration project will be published on Monday, February 11. A mandatory pre-bid meeting will be held on Wednesday, February 20 at 1:00 p.m. The bids are due on Monday, March 4 and will be awarded at the County Board meeting on Tuesday, March 19.

Russ Freber requested permission to replace the carpeting in Pod B of the jail for \$941 and the library C132 in the jail for \$3,180. Jack Twohig's Carpet One submitted both proposals. The money for these two projects will come from the Jail Improvement Fund.

**A motion** was made by Hoelzel and seconded by Marose to approve replacing the carpeting in the jail as presented. Motion carried.

Russ Freber reported on the following maintenance operations and projects:

Bids will be obtained for the replacement of the entire roof on the Human Services North building versus doing it in sections over five years based on substantial savings figures provided by Facility Engineering for the 2014 budget.

Renovation of the Human Services North building has begun and is going well.

A water line to an outside faucet in the electrical room of the Office Building froze and caused damage to the transformer located inside the room. This resulted in the relocation of employees to the Administration Building for a day. This also resulted in the replacement of the transformer and transfer switch to the emergency generator.

New hot and cold cabinets used in the jail kitchen were purchased in December from Kessenich's Ltd. for \$23,584.82. Installation of these units is scheduled for this month. This purchase was made based on the proposed figures to repair both units were higher than purchasing new replacements. Funding for these cabinets is coming from the Jail Improvement Fund.

It was determined that it was necessary to replace the original 1977 carpeting in Pod-J of the Law Enforcement Center. Jack Twohig's Carpet One replaced the carpet for \$14,692. Funding for this purchase is also coming from the Jail Improvement Fund.

We have received notification from the state that they have received all of the requested documents on the Energy Efficiency Conservation Block Grant project (EECBG) and the project is officially completed.

**A motion** was made by Nelson and seconded by Marose to schedule the next meeting of the Building Committee on **Wednesday, March 6, 2013 at 8:00 a.m. in Room 1A** of the Administration Building. Motion carried.

**Adjournment:** There being no further business to come before this committee, a motion was made by Mattson and seconded by Nelson to adjourn the meeting at 9:00 a.m. Motion carried.

Respectfully submitted,

  
Clem Hoelzel, Secretary

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