

# DODGE COUNTY BUILDING COMMITTEE MINUTES

---

Administration Building, Room 1H & 1I 127 East Oak Street, Juneau, WI 53039

Date: April 4, 2019

**Call to order:** The meeting of the Dodge County Building Committee was called to order by Chairman Dennis Schmidt at 4:30 p.m. on April 4, 2019 in Room 1H & 1I of the Dodge County Administration Building with the following members present: **Dennis Schmidt, Cathy Houchin, Richard Fink, Mark Roesch, Kevin Burnett**

**Roll Call and Non-Committee Member County Board Attendance:**

**Also present:** Russ Freber, Director of Physical Facilities; Phil McAleer, Assistant Director of Physical Facilities; Barb Brooks, Administrative Secretary; Jim Mielke, Dodge County Administrator; Jason Boeck, Lieutenant

**Public Comment:** None

**Approval of the minutes from the March 7, 2019 meeting, and allow the Chairman to go out of order to efficiently conduct the meeting.** A motion was made by Richard Fink and seconded by Kathy Houchin. Motion carried.

**Use Jail Improvement Funds for new Disposal for the Dodge County Detention Facility Kitchen** A motion was made by Kevin Burnett and seconded by Mark Roesch to use Jail Improvement Funds for the new Disposal for the Dodge County Detention Facility Kitchen in the Amount of \$2544. Motion carried.

**Repairs for Kitchen Repairs to Copper Pipe at the Dodge County Detention Facility** invoice from Maas Brothers was received in the amount of \$2302.60. Invoices have been sent to Aramark for reimbursement. We should receive the reimbursement check next week.

**Use Jail Improvement Funds for New Electronic Locks (Access Doors) at the Dodge County Courthouse** a motion was made by Richard Fink and seconded by Kevin Burnett to use Jail Improvement Funds for New Electronic Locks (Access Doors) at the Dodge County Detention Facility in the amount of \$2869.01. Motion carried.

**Space Needs/Square footage Sheriff (Lieutenant Jason Boeck) at the Dodge County Law Enforcement Center (J-Pod)** Jason feels that there is space available at the Dodge County Legal Services Building, there may need to be some minor remodeling to use the space more effectively. It was discussed that garage space is the biggest need. Jason will meet with Russ and go through equipment/space. Jason will bring assessment of equipment stored, and space needed to the May Building Committee Meeting.

**Update on the Dodge County Law Enforcement Center (J-Pod)** good ideas to use space that is currently not being used at the Dodge County Legal Services Building.

**Lawn Care Services at the Henry Dodge Office Building** there is 2 acres of land west of the Water Tower that we currently mow. We would like to ask the Farmer if he would like to use that acreage for planting. The consensus of the Committee is to ask the Farmer if he could use the acreage.

**Update on Maintenance Operations** there are no updates at this time.

**Maintenance Work Charges** a question was raised as to why Physical Facilities doesn't charge other departments for Maintenance work done, and other departments can. Most departments don't budget for Maintenance. Should all departments be budgeting for Maintenance?

**Safety Data Sheets Software** we're looking at putting this in the 2020 budget.

**Ground Care RFP's** we had a walk through on Tuesday with two Contractors. Becker Lawn Care, and Hooksy's Lawn Care Service. Bids are due tomorrow, Monday bids will be reviewed, and then we will award a Contractor.

**Future Agenda Items** Assessment of equipment/space needed(parking), Lawn Care Prices, Bids from vendors for carpet at the Dodge County Courthouse, CIP 5 year plan for Physical Facilities.

**Determine Next Meeting Date and Time** Thursday May 2, 2019 at 4:30 p.m.

**Adjournment:**

There being no further business to come before this Committee, the meeting was adjourned by Chairman Dennis Schmidt at 5:38 p.m.

Respectfully submitted,

---

Cathy Houchin, Secretary

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



# DODGE COUNTY SHERIFF'S OFFICE

Dale J Schmidt Sheriff Scott Mittelstadt Chief Deputy

## Current Items Stored In Garage Space 1, 2 & 3 - 1050sq. ft.

Swat Van (Former Jail Van)

2 Polaris ATV's

2 Place open snowmobile trailer 13'x 8'

Golf Cart

Radar Trailer 8' x 6'

Flammable Cabinet

Spare Squad Parts Storage

No room for squad parking (full)

Spare Closet/K9 Room (B56) – 356 sq. ft.

K9 Supplies

Misc. Equipment

Old Dispatch (B24) – 498 sq. ft.

Old Files

Promotional Supplies for Dept. functions)

Swat Room (B16) – 462 sq. ft.

Lockers

Staging Area

Swat Storage

**Munitions**

**Range Room (B12) – 185 sq. ft.**

**Current Supply of Ammunition for Agency**

**Weapon Storage**

**Munitions**

**Workbench w/ vise for weapon maintenance**

**Door 4, 5 & 6 – 2159 sq. ft.**

**18' Boat –Storage at IRFD Park during off season**

**17' Enclosed Sheriff's Office Trailer**

**Gun Cleaning Station**

**Traffic Signs**

**Storage Lockers**

**Two Hazardous Cabinets**

**Vehicle Supplies**

**Currently max of 4 squads to be parked**

**Oak Grove Town Hall**

**Emergency Management Truck/Trailer 65' – request 70' clearance around it –  
Clearance of 14'**

**Pole Shed – Hwy Pumps**

**MRAP – 9' x 25'**

**Outside Parking – Hwy Shop**

**2 Place Enclosed Snowmobile Trailer 14' – Swap with Boat during season**

**Courthouse Parking**

**Spare Marked Ford Explorer (Former Squad taken out of fleet due to yrs./ mileage)**

**Chevrolet Equinox – Undercover Work/ School Fleet**

**Ford Taurus – Fleet School Vehicle (Former Assigned Squad taken out of fleet due to yrs. /mileage)**

**Ford Explorer - (Former Assigned Squad taken out of fleet due to yrs. /mileage)**

**Chevrolet Equinox – CSO Vehicle – Donated by Countryside**

**Chevrolet Pick-up – Rec Patrol**

**Chevrolet Impala – Assigned to Jail School Car**

**Monday – Friday Outdoor Parking Arrangement**

**4 – 6 Administration Parking**

**8 – Detectives**

**Intermittent Squad Parking for Deputy, Transport and Civil Process**

**\*\*\* Based off of our initial evaluation we feel that we cannot downsize from our current garage space that houses our fleet, recreational vehicles and available in-door parking\*\*\***

**\*\*\*We are not at all in favor of introducing chemical munitions inside the Sheriff's Office along with any sort weapons maintenance in the event of an accidental discharge\*\*\***

**Respectfully Submitted,**

**Lt Jason Boeck**

**4/23/19**

**JACK TWOHIGS CARPET ONE**

600 FOND DU LAC AVE. P.O. 1574

FOND DU LAC, WI 54935

Phone (920) 921-8940

Fax (920) 921-2629

April 2, 2019

Dodge County Physical Facilities

Attn: Russ Freber

127 E. Oak Street

Juneau, Wi 53039-3242

**Re: Jury Assembly carpeting revised**

We propose to furnish and install materials as follows:

Atlas's "Limbo" color #LB-09 (Stone Creek) installed in vest #128, meeting room #129, coats #130, corridor #130, and kitchen pasted direct. Take up existing pasted down carpeting as necessary.

Johnsonite's 1/8"x4" cove vinyl base color #75 (Cinnamon) installed in corridor.

Johnsonite's 1/8"x4" cove vinyl base color to be selected, installed on walls in remainder of areas.

**Total price \$11,354.00**

Respectfully Submitted,



Tom Huettl,  
Jack Twohig's Carpet One

RECEIVED

APR 12 2019

DODGE COUNTY  
PHY. FAC. MAINT. DEPT.

**JACK TWOHIGS CARPET ONE**

600 FOND DU LAC AVE. P.O. 1574

FOND DU LAC, WI 54935

Phone (920) 921-8940

Fax (920) 921-2629

April 12, 2019

Dodge County Physical Facilities  
Attn: Russ Freber  
127 E. Oak Street  
Juneau, Wi 53039-3242

**Re: 2<sup>nd</sup> Floor above entrance**

We propose to furnish and install materials as follows:

Bigelow's "Foundation" color to be selected, installed loose laid above entry area to court house. (Size of area 10'10"x 23'6")

**Total approximate price \$1,000.00**

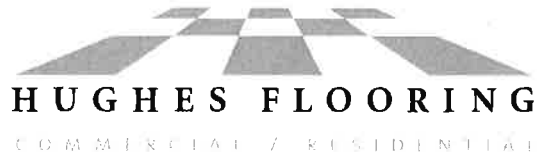
Respectfully Submitted,



Tom Huettl,  
Jack Twohig's Carpet One

RECEIVED  
APR 15 2019  
DODGE COUNTY  
PHY. FAC. MAINT. DEPT.





April 10, 2019

ATTN: Russel Freber  
Re: Dodge County Courthouse

Proposal to furnish and install carpet for the Partial Corridor Adjacent to the Jury Room, Jury Room, Kitchenette, And Coat/Vestibule areas.

**Option A-Broadloom Atlas Flamenco 860-FN09 Stone Creek**

Material excluding sales tax	\$11,925.00
Demo/Prep Labor	\$2,325.00
New Vinyl Base Throughout	\$1,037.50
Total base bid	\$15,287.50

**Option B-Modular Carpet Tile Atlas Flamenco TM860-09FN Stone Creek**

Material excluding sales tax	\$12,060.00
Demo/Prep Labor	\$2,325.00
New Vinyl Base Throughout	\$1,037.50
Total base bid	\$15,422.50

Alternate material per owner request:

Atlas Interloop not squares Limbo, Color LB09 Stone Creek Shall We Dance Collection  
B Patterns in lieu of Flamenco DEDUCT- (\$225.00) from material prices above

Bid above excludes; concrete moisture mitigation, extensive prep, concrete grinding, finished floor protection/masonite board, furniture removal

WI Local Carpenters Union 314 member

Submitted By,

Carl Vick  
Project Manager  
carl@hughesflooring.com  
608.566.4907