

DODGE COUNTY BUILDING COMMITTEE MINUTES

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

Date: April 6, 2023

Call to order: The meeting of the Dodge County Building Committee was called to order by Chairman Jody Steger at 4:00 p.m. on April 6, 2023 in Room 1H & 1I of the Dodge County Administration Building with the following members present: **Jody Steger, Steve Kauffeld, Kevin Burnett, Dave Beal, Michael Butler**

Roll Call and Non-Committee Member County Board Attendance:

Public Comment (30 minute limit) None

Also present: Russ Freber, Director of Physical Facilities; Phil McAleer, Assistant Director of Physical Facilities; Barb Brooks, Administrative Secretary; Cameron Clapper, Dodge County Administrator

Approval of the Minutes from February 2, 2023. A motion was made by Steve Kauffeld and seconded by Michael Butler. Motion carried.

Discuss and Take Action on Decommissioning Elevators 2 & 3 at the Henry Dodge Office Building a motion was made by Kevin Burnett and seconded by Steve Kauffeld to shut the elevators down. Motion carried.

Discuss and Take Action on the Purchase of a New Brazing Pan, Located at the Jail Kitchen, Using Jail Improvement Funds a motion was made by Michael Butler and seconded by Dave Beal to recommend to the Finance Committee to purchase the new brazing pan using the Jail Improvement Funds. Motion carried.

Discuss Hiring Consultant for Space Assessment for all County Buildings, Possible Funding Source, ARPA Funds Dave Beal suggested getting quotes for next meeting. Kevin Burnett suggested Russ to get quote for scope of work to be done. Michael Butler made a motion to spend \$40,000 and Hire Consultant for Space Study for all County Buildings. Michael Butler withdrew motion and made a motion to have Russ do the homework on getting space assessment cost, this motion was seconded by Dave Beal. Motion carried.

Discuss and Take Action to Repair the Controller on the Transfer Switch for the Generator Located at the Henry Dodge Office Building the estimated cost of the controller is \$7800. A motion was made by Dave Beal and seconded by Steve Kauffeld to repair the controller. Motion carried.

Maintenance Updates

- **DDC Upgrades** 1st, 2nd, and 4th floor are complete. 3rd floor needs to be finished.
- **Bidding for New Chiller at the Dodge County Courthouse** bids are out. There will be a walk thru on 4/18/23. Chiller should be installed by the end of the first week in May.
- **VMA's at the Dodge County Courthouse/Jail** VMA's are complete, but we are still working thru some issues.
- **Dodge County Jail Federal Inspection** the inspection started on Tuesday, and was completed today. The inspector stated that the building is well maintained and very clean. No deficiencies were reported.
- **New Chiller at the Dodge County Jail** this was discussed earlier.
- **Elevators at the Henry Dodge Office Building** are finished.

Future Agenda Items Hiring Consultant for Space Assessment.

Determine Next Meeting Date and Time June 1, 2023 at 4:00p.m.

Adjourn there being no further business to come before the Committee a motion was made by Kevin Burnett and seconded by Michael Butler to adjourn the meeting at 5:13 p.m. Motion carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Steve Kauffeld", written over a horizontal line.

Steve Kauffeld, Secretary

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