

# DODGE COUNTY BUILDING COMMITTEE MINUTES

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Date: June 6, 2024

**Call to order:** The meeting of the Dodge County Building Committee was called to order by Chairman Jody Steger at 4:02 p.m. on June 6, 2024 in Room 1H & 1I of the Dodge County Administration Building with the following members present: **Jody Steger, Steve Kauffeld, Jeff Caine, Randy Vande Zande**

**Also present:** John Nehls, Director of Physical Facilities; Phil McAleer, Maintenance Superintendent; Barb Brooks, Sr. Administrative Support Specialist; Dave Frohling, County Board Chairman; Ed Somers, Clearview Administrator; Andrew Johnson, County Board; Kim Nass, Corporation Counsel; Danielle Van Egtern, County Clerk; Dale Schmidt, Sheriff

**Roll Call and Non-Committee Member County Board Attendance:** None.

**Public Comment (30-minute limit, 2 minutes per person), limited to items on the agenda)** Jeff Caine addressed to the Committee that there has been some complaints that there is no signage at the Henry Dodge Office Building of the Veterans Service.

**Approval of the Minutes from May 2, 2024** a motion was made by Steve Kauffeld to approve the minutes from May 2, 2024 and second by Randy Vande Zande. Motion carried.

**Henry Dodge Office Building Use Agreement with Therapy Provider** a motion was made by Randy Vande Zande and second by Jeff Caine to renew agreement.

**2024 Jail Chiller Project** bid have been put out by Angus Young. There will be a walk thru on June 11<sup>th</sup>, 2024 at 2:00 p.m. Bids will be open on June 25<sup>th</sup>, 2024 at 10:00 a.m.

**Physical Facilities Staffing Report** two new custodians have been hired, another custodian will be starting on June 30<sup>th</sup>, and the last position should be filled by June 27<sup>th</sup>.

**Department Consolidation** this will be on the July meeting.

**Henry Dodge Office Building Report** was provided to the Committee.

**J-Pod Building Report** was provided to the Committee.

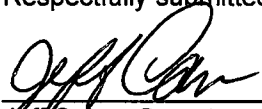
**Space Study Discussion** Angus Young did a good job with providing space available. Sheriff Dale Schmidt talked to the Committee about the need for a new Sheriff's Office by the Jail to provide better communication within his department, and provide space for what is currently stored at J-Pod. The consensus of the Committee is that Dodge County should pursue an RFP for architectural services for a master plan for the County that would address all current and future building needs.

**Future Agenda Items** Department consolidation, Chiller Bids, Space Study

**Determine Next Meeting Date and Time** July 11, 2024 at 4:00 p.m. in 1H & 1I of the auditorium at the Administration Building.

**Adjourn** there being no further business to come before the Committee a motion was made by Steve Kauffeld to adjourn the Building Committee meeting at 5:06 p.m. Second by Jeff Caine Motion carried without negative vote.

Respectfully submitted,



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Jeff Caine, Secretary

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