

DODGE COUNTY BUILDING COMMITTEE MINUTES

Date: October 3, 2024

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 October 3, 2024 in Room 1H & 1I of the Dodge County Administration Building with the following members present: **Jody Steger, Jeff Caine, Randy Vande Zande, Todd Ringle, Steve Kauffeld**

Also present: John Nehls, Director of Physical Facilities; Barb Brooks, Sr. Administrative Support Specialist; Phil McAleer, Maintenance Superintendent; Chris Abell, Maintenance Technician Lead

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) None.

Approval of the Minutes from September 4, 2024 and September 5 12, 2024 a motion was made by Todd Ringle to approve the minutes from September 4, 2024 and September 5, 2024 and second by Jeff Caine. Motion carried.

Update on Dodge County Sheriff Office 50 Ton Air Conditioner Replacement all on schedule to be installed on November 25, 2024.

Update on Dodge County Sheriff Office Generator Project complete except for a transfer switch that should arrive on November 8, 2024 and K-W Electric will install.

Update on Dodge County Justice Facility Chiller Project Johnson Controls were out today, found some issue, fixed the issues and chiller should be fully functional.

Update on Dodge County Courthouse Chiller Sure-Fire was out last week and took some glycol samples and now we just wait for the results.

Update on Dodge County Administration Building AHU #5 Repairs a damper failure occurred earlier this year which caused duct work to be sucked in. the cost of repair will be about \$21,000. Also, some controls need to be replaced which will be about \$16,500.

Facilities Director Reports

- a. **Building Repairs & Improvements** landscaping improvements have been made in front of the Courthouse. There are some trees to be removed this fall between the courthouse and the Sheriff Office, and grass will be planted. Patches on concrete were done and repainted at the Sheriff Office. The walkway at the Sheriff Office will be patched and painted next Monday. There is stonework at the Administration Building to be completed yet this year. Courthouse branch 3 lighting will be changed to LED, and 6 switches will be replaced.
- b. **2024 Budget Update** is doing well. There are some water heaters that will be replaced at the Jail. Parts for J-pod will be purchased. There is some sidewalk at the Courthouse that will be repaired.
- c. **Operations Update** windows at the Administration building will be washed in a couple weeks. The Courthouse building and windows will be washed. SDS (Safety Data Sheets) software was purchased from VelocityEHS for \$4500. Jail cell clean up instructions were posted. We had a team meeting with Constellation and will be watching gas prices to lock in a 2-3 year contract.

Future Agenda Items Budget Report, Walk thru of County Buildings, Update on RFP for Master Plan.

Determine Next Meeting Date and Time November 7, 2024 at 4:00 p.m. in the conference room G046 at the Henry Dodge Office Building.

Adjourn there being no further business to come before the Committee a motion was made by Jeff Caine to adjourn the Building Committee meeting at 4:46 p.m. Second by Randy Vande Zande. Motion carried without negative vote.

Respectfully submitted,



Jeff Caine, Secretary

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