

DODGE COUNTY BUILDING COMMITTEE MINUTES

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

Date: September 4, 2013

Call to order: The meeting was called to order by Chairman Mattson at 8:30 a.m. with the following members present: **Rodger Mattson, Clem Hoelzel, and Ed Nelson**

Excused: **Paul Marose and Chester Caine**

Also present: Russell Freber, Director of Physical Facilities; Phillip McAleer, Asst. Director of Physical Facilities; Brenda Saugstad, Secretary; and James Mielke, County Administrator

Minutes: A motion was made by Nelson and seconded by Hoelzel to approve the minutes of the August 7 and August 20, 2013 meetings as recorded and allow the chairman to go out of order to efficiently conduct the meeting. Motion carried.

The bids for the Henry Dodge Office Building roofing rehabilitation project were received and opened on August 26, 2013. Consultant Facility Engineering reviewed all bids and determined the lowest bid was submitted by Maly Roofing Company, Inc. A resolution for the September 17, 2013 County Board meeting was prepared by Corporation Counsel John Corey outlining the details of the lowest bid and the total project amount of \$593,431 for the year 2014. Funding for this project will be requested through the budget process from sales tax.

A motion was made by Nelson and seconded by Hoelzel to recommend the resolution to the County Board at their September 17, 2013 meeting for the 2014 Henry Dodge Office Building roofing rehabilitation project. Motion carried.

Russ Freber presented a resolution for staffing needs in the Physical Facilities Department. Significant man hours are being spent at the Henry Dodge Office Building. A resolution has been prepared by Corporation Counsel John Corey requesting to abolish one, full-time Maintenance I position, create one full-time Maintenance II position, create one full-time Maintenance Mechanic position and create one full-time Custodian position. If approved, these staffing changes would begin in 2014.

A motion was made by Hoelzel and seconded by Nelson to recommend the resolution to the County Board at their September 17, 2013 meeting for the 2014 Physical Facilities Department staffing needs. Motion carried.

Russ Freber reported on the following maintenance operations and projects:

Work continues on the preparation of the 2014 budget.

The first phase of this year's stone restoration project on the Administration Building is complete. The contractor is waiting for the second shipment of stones to be delivered with the completion of the second phase sometime in October.

All of the offices from the third and fourth floors of the Office Building have been moved into the Henry Dodge Office Building. The Public Health Department and the remaining administration offices will be moved upon completion of the renovations.

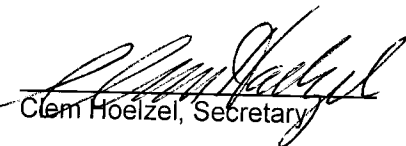
There has been no interest in the purchase of the Office Building at this time.

The new plow truck was picked up from Ewald's Hartford Ford on Tuesday, September 3, 2013.

The next meeting is scheduled for Wednesday, October 2, 2013 at 8:30 a.m. in Room 1A of the Administration Building.

Adjournment: There being no further business to come before this committee, a motion was made by Hoelzel and seconded by Nelson to adjourn the meeting at 9:40 a.m. Motion carried.

Respectfully submitted,


Clem Hoelzel, Secretary

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