

## DODGE COUNTY BUILDING COMMITTEE MINUTES

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Henry Dodge Office Building, Room G046, 199 County Road DF, Juneau, WI 53039

Date: December 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, Paul Marose, Clem Hoelzel, Ed Nelson, and Chester Caine

Also present: Russell Freber, Director of Physical Facilities; Brenda Saugstad, Secretary; James Mielke, County Administrator; Janet Wimmer, Human Services & Health Director; and Dave Beal, Chief of Police for the city of Juneau.

Minutes: A motion was made by Nelson and seconded by Caine to approve the minutes of the November 6, 2013 meeting as recorded and allow the chairman to go out of order to efficiently conduct the meeting. Motion carried.

Dave Beal presented information and a design layout on the proposed Law Enforcement memorial. The construction of the memorial will take place on the southeast lawn of the Administration Building and the goal is to have the memorial completed next spring.

Janet Wimmer updated the committee on items of concern discussed at the last meeting. A tool to access elevator buttons from a wheel chair position is being considered. Due to the aging glazing on the windows, water was leaking into the building in several locations. After consulting the contractors, weep holes were drilled in the windows providing a way for the water to get out and has eliminated the leaking. Due to some employees experiencing some irritation and illness after moving into the new building, air quality measurements were conducted. All reports show normal air quality readings with a good air exchange ratio.

At this time Janet Wimmer conducted a tour of the Henry Dodge Office Building for the committee.

Russ Freber reported on the following maintenance operations and projects:

All of the departments from the Office Building have now moved into the Henry Dodge Office Building. Supervisor Nelson reported consideration is being given to a project to provide additional storage space for the Human Services vans in the next year or two depending on budget figures.

There is an interested party in the Office Building who recently toured the building and is considering turning the building into apartments.

The contractor will be out next week to install the bullet proof material in the court security station in the Courthouse.

Two custodians are off under the Family/Medical Leave Act and two LTE people have been hired to take over their duties until they return. After almost 30 years in the Maintenance Department, Russ Freber reluctantly announced the retirement of Brenda Saugstad effective January 3, 2014. The committee expressed their thanks and wished her well.

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The next meeting is scheduled for Wednesday, January 8, 2014 at 11:00 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 Nelson and seconded by Marose to adjourn the meeting at 10:30 a.m. Motion carried.

Respectfully submitted,



~~Glem Hoelzel, Secretary~~

Roger Mattson, Chair Person

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