DODGE COUNTY BUILDING COMMITTEE MINUTES

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

Date: June 2, 2016

Call to order: The meeting was called to order by Supervisor Dennis Schmidt at 7:00 p.m. with the following members present: **Dennis Schmidt, Mark Roesch, Jeffrey Caine, and Cathy Houchin**

Also present: Russ Freber, Director of Physical Facilities; Phil McAleer, Assistant Director of Physical Facilities; Barbara Brooks, Administrative Secretary; Jim Mielke, County Administrator

Public Forum: None

Minutes: A motion was made by Dennis Schmidt and seconded by Jeffrey Caine to approve the minutes of the May 5, 2016 meeting as recorded and allow the chairman to go out of order to efficiently conduct the meeting. Motion carried.

Communications & Committee Member Reports: None

Consider, Discuss and Take Action:
Resolution to be sponsored by the Building Committee to authorize & direct the Finance Department to appropriate excess revenues & expenditures to the Maintenance Department, 2016 budget we will be receiving $28,276 from Focus on Energy from the new air conditioner installed at the Henry Dodge Office Building. We would like to transfer that money from business unit 1905 to 1901 to pay for the new air conditioner being installed at the Administration Building. **A motion** was made by Jeffrey Caine and seconded by Cathy Houchin to approve the transfer of money from business unit 1905 to business unit 1901. Motion carried.

Air conditioner proposal from Johnson Controls for the Dodge County Administration Building Auditorium discussion of the proposal was authorized with the resolution sponsored by the Building Committee.

KW proposal for running new power for the air conditioner at the Dodge County Administration Building discussion of the proposal was authorized with the resolution sponsored by the Building Committee.

Statz Restoration bids for repair work at the Dodge County Henry Dodge Office Building, Legal Services Building, and Dodge County Detention Facility repair of water leaking through the air handler intake grate at the Henry Dodge Office Building. Repair of deteriorating concrete by ramp and rebar at the Legal Services Building. Steel and concrete to be leveled at the loading dock of the Dodge County Detention Facility. **A motion** was made by Jeffrey Caine and seconded by Mark Roesch to approve the repairs at these locations. Motion Carried.

KW Electric proposal for adding UPS to emergency power at the Dodge County Administration Building a couple weeks ago the Dodge County Administration Building had a power outage due to the compressor for the air conditioning unit which tripped the main breaker for the whole building. The current UPS system that runs the network and phones is not on the generator, which after 1-2 hours caused network and phones to go down completely leaving no communication except for cell phones. The installation of the new transformer would upgrade the UPS maintaining network and phone communication in the event of a power outage. **A motion** was made by Mark Roesch and seconded by Cathy Houchin to approve the proposal for adding UPS to emergency power at the Dodge County Administration Building. Motion carried.

Report & Consider Maintenance Operations & Projects:
Russ Freber updated the committee on the projects at the different locations.

Administration Building
Maintenance Mechanic Position this position has been filled.
Resolution to be sponsored by the Finance Committee to authorize the Finance Director to appropriate excess revenues & expenditures up to $50,000 this resolution would allow the Finance Director to approve and transfer funds for revenues up to $50,000 without going to the County Board, County Board rule #30.
Removal and treating of trees K&B removed two trees, one from the Hwy 26 side of the building, and one from the south side of the building. One tree was hollow with dead limbs, and ants. The other tree had a 15 foot crack in the stump. The total cost of removal was $3,300. The purchase of two new trees will be put in the 2017 budget.

Dodge County Detention Facility
Repair of Sally Port Doors two huge doors on the south and north side of the Sally Port have rusted steel about 5 feet up the side of the door that needs replacing. Beaver Blacksmith would be able to cut and re-weld the steel. We will get a price from Beaver Blacksmith.

Northview Heights
Removal of bushes and installation of railings there's a couple bushes that are over grown and block the camera from getting a good angle of people and vehicles coming and going. Maintenance will remove the bushes and we would have a steel railing installed.

Other
Dodge County Cemetery Monument new pavers *will be replaced in the 2017 budget.* Dodge County will contract out setting of the pavers.

The next meeting is scheduled for Thursday July 7, 2016 at 6:00 p.m. in Room 1A of the Dodge County Administration Building

Adjournment:
There being no further business to come before this committee, a motion was made by Dennis Schmidt and seconded by Cathy Houchin to adjourn the June 2, 2016 meeting at 8:04 p.m. Motion Carried.

Respectfully submitted,

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Jeffrey Caine, Secretary

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