DODGE COUNTY BUILDING COMMITTEE MINUTES

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

Date: June 5, 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, and Ed Nelson**
Excused: Chester Caine

Also present: Russell Freber, Director of Physical Facilities and Brenda Saugstad, Secretary

Minutes: A motion was made by Nelson and seconded by Hoelzel to approve the minutes of the May 1, 2013 meeting as recorded and allow the chairman to go out of order to efficiently conduct the meeting. Motion carried, Supervisor Marose abstained.

Russ Freber reported on the following maintenance operations and projects:

The first phase of the renovation of the Henry Dodge Office Building is nearing completion. The offices of Unified Services and Aging and Disabilities Research Center will be moving on June 7 and open on June 10. The maintenance staff waxed floors and painted areas not included in the proposal. A final decision will be made at the next construction meeting regarding the most cost effective solution for the thermostats.

Russ Freber presented projects being considered for the five year Capital Improvement Plan. Building improvements and a new department truck will be included in the plan.

Contractors from Statz Restoration & Engineering were out on June 3 to do a mockup of the stone restoration process. We were pleased with their techniques and procedures. They are in the process of examining the stones and putting a list together of which ones need replacing or repairs.

Matthew Miller has been hired to fill the Custodian II position and started on May 9, 2013. He is currently working the 2:00-10:30 p.m. shift in the jail and will eventually be moved to the Henry Dodge Office Building.

A motion was made by Marose and seconded by Nelson to schedule the next committee meeting on Wednesday, July 10, 2013 at 9:00 a.m. in 1A of the Administration Building. Motion carried.

Adjournment: There being no further business to come before this committee, a motion was made by Nelson and seconded by Mattson to adjourn the meeting at 9:15 a.m. Motion carried.

Respectfully submitted,

Clem Hoelzel, Secretary

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