DODGE COUNTY BUILDING COMMITTEE MINUTES

Administration Building Room 1H & 1I 127 East Oak Street, Juneau, WI 53039

Date: April 1, 2021

Call to order: The meeting of the Dodge County Building Committee was called to order by Chairman **Dennis Schmidt at 5:00 p.m. on April 1, 2021 in Room 1H & 1I of the Dodge County Administration** Building with the following members present: **Dennis Schmidt, Richard Fink, Kevin Burnett, Robert Boelk, Cathy Houchin**

Roll Call and Non-Committee Member County Board Attendance: None

Also present: Russ Freber, Director of Physical Facilities; Barb Brooks, Administrative Secretary;

Public Comment None

Approval of the Minutes from March 4, 2021 a motion was made by Kevin Burnett and seconded by Cathy Houchin. Motion carried.

Discuss Master Plan – Legal Services Building/ (Sheriff Office) for Hiring Consultant in 2022 consensus of the Committee is to hire a Consultant.

Discuss Future of Law Enforcement Center (J-Pod) recommendation by Chairman Dennis Schmidt is for an RFP to be done in 2022 for demolition cost.

Preliminary Discussion – 2022-2026 Capital Improvement Plan

- **Legal Services Building Remodel/Fire Panel**
- **Law Enforcement Center (J-Pod) Garage**
- **Law Enforcement Center (J-Pod) Demolition**
- **Courthouse/Jail Roof Replacement**
- **Courthouse/Jail Air Conditioner Replacement**
- **New Garage for County Vehicles**
- **Henry Dodge Office Building/Administration Building HVAC Upgrades**
- **LED Lights at all Buildings**
- **Henry Dodge Office Building Elevator Replacement**

Exhaust Fan for Boiler Room Henry Dodge Office Building this 1969 exhaust fan needs to be replaced. The cost for Fan/Installation will be about $6,000.

Update – Air Conditioner Administration Building will arrive on Monday. Steel work will begin/complete next week. Estimated completion by April 30.

Update – Courthouse Parking Lot Paving Project: Project is moving forward.

Update – Fire Alarm Panel Justice Facility Project is complete.

Update – Courthouse Doors we have reached out to Hometown for cost of replacement.

Update – Budget is ok at the present time.

Discuss and Take Action on Advisory Resolution Supporting House Bill H.R. 6422 Creating a National Infrastructure Bank for Critical Infrastructure Projects the Resolution was discussed by the Committee, and a motion was made by Robert Boelk and seconded by Kevin Burnett to approve the Resolution, and send to the County Board. Motion carried.

Future Agenda Items Update on Paving Project, Update on Air Conditioner at the Administration Building, Update on the Exhaust fan at the Henry Dodge Office Building, Update on the Elevators at the Henry Dodge Office Building.

Determine Next Meeting Thursday May 6, 2021 at 5:00 p.m.

Respectfully submitted,

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Cathy Houchin, Secretary

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

FOR 2021 03

ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
80 PHYSICAL FACILITIES							
8010 PHYSICAL FACILITIES							
00 CONTROL ACCOUNT							
11000370 411100 PROPERTY TAX RE	-3,676,693	0	-3,676,693	-672,628.58	.00	-3,004,064.42	18.3%*
11000370 489000 MISC REVENUE	-6,000	0	-6,000	10,880.42	.00	-16,880.42	-181.3%*
11000370 491100 INTRAFUND WAGE	0	-1,005	-1,005	-1,004.62	.00	.00	100.0%
11000370 511000 PRODUCTIVE PAY	1,144,306	780	1,145,086	205,290.79	.00	939,795.21	17.9%
11000370 512000 NON PRODUCTIVE	0	0	0	53,299.98	.00	-53,299.98	100.0%*
11000370 513000 FICA TAXES	87,576	119	87,695	18,007.59	.00	69,687.74	20.5%
11000370 513100 WRS CHARGES	77,240	105	77,345	16,835.26	.00	60,510.03	21.8%
11000370 513200 HEALTH INSURANC	264,700	0	264,700	61,727.96	.00	202,972.04	23.3%
11000370 513201 HSA CONTRIBUTIO	37,000	0	37,000	6,000.00	.00	31,000.00	16.2%
11000370 513300 LIFE INSURANCE	481	0	481	136.50	.00	344.50	28.4%
11000370 513400 WORKERS COMPENS	25,000	0	25,000	3,918.88	.00	21,081.12	15.7%
11000370 513500 DENTAL INSURANC	18,526	0	18,526	4,134.15	.00	14,391.85	22.3%
11000370 526300 POSTAGE PARCEL	15	0	15	4.27	.00	10.73	28.5%
11000370 534140 OPERATING SUPPL	800	0	800	19.12	.00	780.88	2.4%
11000370 541230 CO VEHICLE FUEL	1,200	0	1,200	729.53	.00	470.47	60.8%
11000370 549999 INDIRECT COST A	542,791	0	542,791	135,697.74	.00	407,093.26	25.0%
11000370 551150 GENERAL LIABILI	3,790	0	3,790	.00	.00	3,790.00	.0%
TOTAL CONTROL ACCOUNT	-1,479,268	0	-1,479,268	-156,951.01	.00	-1,322,316.99	10.6%
06 ADMINISTRATION BUILDING							
11000390 411100 PROPERTY TAX RE	0	0	0	-43,550.66	.00	43,550.66	100.0%
11000390 483070 SALE OF RECYCLA	-1,000	0	-1,000	.00	.00	-1,000.00	.0%*
11000390 491200 INTRAFUND SALES	-250,000	0	-250,000	.00	.00	-250,000.00	.0%*
11000390 516000 DRUG ALCOHOL TE	200	0	200	49.00	.00	151.00	24.5%
11000390 522000 WATER	1,500	0	1,500	204.32	.00	1,295.68	13.6%
11000390 522010 FIRE PROTECTION	2,364	0	2,364	400.00	.00	1,964.00	16.9%
11000390 522100 ELECTRICITY	99,000	0	99,000	10,706.08	.00	88,293.92	10.8%
11000390 522200 SEWER	3,400	0	3,400	435.96	.00	2,964.04	12.8%
11000390 522300 NATURAL LP GAS	33,000	0	33,000	6,088.29	.00	26,911.71	18.4%
11000390 522400 PHONE	2,330	0	2,330	1,499.71	.00	830.29	64.4%

FOR 2021 03

ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11000390 523200 REFUSE COLLECTI	3,400	0	3,400	.00	.00	3,400.00	.0%
11000390 523300 LAUNDRY	0	0	0	454.36	.00	-454.36	100.0%*
11000390 524000 BUILD EQUIP MAI	26,000	0	26,000	9,565.84	14,081.70	2,352.46	91.0%
11000390 524001 FURNITURE AND F	500	0	500	.00	.00	500.00	.0%
11000390 524100 GROUNDS MAINTEN	16,000	0	16,000	.00	.00	16,000.00	.0%
11000390 524200 VEHICLE MAINTEN	1,500	0	1,500	256.99	.00	1,243.01	17.1%
11000390 524300 COMPUTER MAINT	2,000	0	2,000	311.02	.00	1,688.98	15.6%
11000390 526300 POSTAGE PARCEL	50	0	50	.00	.00	50.00	.0%
11000390 526700 CONTRACTUAL SER	21,000	0	21,000	.00	.00	21,000.00	.0%
11000390 531000 OFFICE SUPPLIES	500	0	500	238.09	.00	261.91	47.6%
11000390 531100 COMPUTER EQUIPM	500	0	500	.00	.00	500.00	.0%
11000390 531300 FURNITURE & FUR	1,500	0	1,500	.00	.00	1,500.00	.0%
11000390 532300 CONFERENCE REGI	1,500	0	1,500	.00	.00	1,500.00	.0%
11000390 532600 ADVERTISING	1,000	0	1,000	.00	.00	1,000.00	.0%
11000390 534130 MOTOR VEHICLE P	1,500	0	1,500	.00	.00	1,500.00	.0%
11000390 534140 OPERATING SUPPL	500	0	500	.00	.00	500.00	.0%
11000390 534170 BUILDING AND EQ	11,500	0	11,500	8,993.30	.00	2,506.70	78.2%
11000390 534240 HOUSEHOLD JANIT	6,000	0	6,000	693.60	.00	5,306.40	11.6%
11000390 541120 CO RADIO MAINTE	400	0	400	.00	.00	400.00	.0%
11000390 541150 CO ADMINISTRATI	1,450	0	1,450	.00	.00	1,450.00	.0%
11000390 541220 CO HWY DEPT SER	12,000	0	12,000	4,248.04	.00	7,751.96	35.4%
11000390 541230 CO VEHICLE FUEL	3,000	0	3,000	.00	.00	3,000.00	.0%
11000390 541250 CO CLIENT SERVI	175	0	175	.00	.00	175.00	.0%
11000390 551000 BUILDING PREMIU	8,501	0	8,501	.00	.00	8,501.00	.0%
11000390 551100 EQUIPMENT VEHIC	34	0	34	.00	.00	34.00	.0%
11000390 586000 CAP MACHINERY &	250,000	0	250,000	.00	9,937.50	240,062.50	4.0%
11000390 588000 CAP PROJECTS	0	0	0	16,625.44	.00	-16,625.44	100.0%*
TOTAL ADMINISTRATION BUILDING	261,304	0	261,304	17,219.38	24,019.20	220,065.42	15.8%
09 HENRY DODGE OFFICE BUILDING							
11000740 411100 PROPERTY TAX RE	0	0	0	23,749.00	.00	-23,749.00	100.0%*
11000740 474000 COUNTY DEPARTME	-504,812	0	-504,812	.00	.00	-504,812.00	.0%*
11000740 522000 WATER	4,500	0	4,500	671.55	.00	3,828.45	14.9%
11000740 522010 FIRE PROTECTION	9,888	0	9,888	1,668.00	.00	8,220.00	16.9%
11000740 522100 ELECTRICITY	125,000	0	125,000	14,824.43	.00	110,175.57	11.9%
11000740 522200 SEWER	9,500	0	9,500	1,638.53	.00	7,861.47	17.2%
11000740 522300 NATURAL LP GAS	68,000	0	68,000	10,665.02	.00	57,334.98	15.7%
11000740 522400 PHONE	2,330	0	2,330	.00	.00	2,330.00	.0%
11000740 523200 REFUSE COLLECTI	6,000	0	6,000	.00	.00	6,000.00	.0%
11000740 523300 LAUNDRY	0	0	0	454.36	.00	-454.36	100.0%*

FOR 2021 03

ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11000740 524000 BUILD EQUIP MAI	34,000	0	34,000	32,558.45	7,624.06	-6,182.51	118.2%*
11000740 524001 FURNITURE AND F	500	0	500	.00	.00	500.00	.0%
11000740 524100 GROUNDS MAINTEN	27,000	0	27,000	.00	.00	27,000.00	.0%
11000740 524300 COMPUTER MAINT	500	0	500	.00	.00	500.00	.0%
11000740 526700 CONTRACTUAL SER	32,000	0	32,000	.00	.00	32,000.00	.0%
11000740 531000 OFFICE SUPPLIES	1,000	0	1,000	.00	.00	1,000.00	.0%
11000740 531300 FURNITURE & FUR	1,000	0	1,000	.00	.00	1,000.00	.0%
11000740 534000 FUEL	500	0	500	.00	.00	500.00	.0%
11000740 534140 OPERATING SUPPL	3,000	0	3,000	.00	.00	3,000.00	.0%
11000740 534170 BUILDING AND EQ	14,500	0	14,500	8,824.58	.00	5,675.42	60.9%
11000740 534240 HOUSEHOLD JANIT	12,000	0	12,000	1,561.46	.00	10,438.54	13.0%
11000740 541220 CO HWY DEPT SER	7,000	0	7,000	1,301.71	.00	5,698.29	18.6%
11000740 551000 BUILDING PREMIU	4,100	0	4,100	.00	.00	4,100.00	.0%
TOTAL HENRY DODGE OFFICE BUILDING	-142,494	0	-142,494	97,917.09	7,624.06	-248,035.15	-74.1%
21 LAW ENFORCEMENT CENTER							
11000630 411100 PROPERTY TAX RE	0	0	0	-4,807.00	.00	4,807.00	100.0%
11000630 522000 WATER	550	0	550	135.07	.00	414.93	24.6%
11000630 522010 FIRE PROTECTION	1,356	0	1,356	232.00	.00	1,124.00	17.1%
11000630 522100 ELECTRICITY	7,500	0	7,500	1,091.51	.00	6,408.49	14.6%
11000630 522200 SEWER	1,600	0	1,600	319.96	.00	1,280.04	20.0%
11000630 522300 NATURAL LP GAS	9,000	0	9,000	5,102.83	.00	3,897.17	56.7%
11000630 524000 BUILD EQUIP MAI	5,000	0	5,000	1,703.75	725.00	2,571.25	48.6%
11000630 524100 GROUNDS MAINTEN	1,000	0	1,000	.00	.00	1,000.00	.0%
11000630 534170 BUILDING AND EQ	0	0	0	375.59	.00	-375.59	100.0%*
11000630 551000 BUILDING PREMIU	2,836	0	2,836	.00	.00	2,836.00	.0%
TOTAL LAW ENFORCEMENT CENTER	28,842	0	28,842	4,153.71	725.00	23,963.29	16.9%
22 COURTS BUILDING							
11000410 411100 PROPERTY TAX RE	0	0	0	-64,106.66	.00	64,106.66	100.0%
11000410 491000 INTRAFUND TRANS	0	-7,160	-7,160	-7,160.08	.00	.00	100.0%
11000410 522000 WATER	6,000	0	6,000	1,502.88	.00	4,497.12	25.0%
11000410 522010 FIRE PROTECTION	5,011	0	5,011	849.60	.00	4,161.40	17.0%
11000410 522100 ELECTRICITY	175,000	0	175,000	19,613.86	.00	155,386.14	11.2%
11000410 522200 SEWER	17,000	0	17,000	3,813.96	.00	13,186.04	22.4%
11000410 522300 NATURAL LP GAS	62,000	0	62,000	6,628.90	.00	55,371.10	10.7%

FOR 2021 03

ACCOUNTS FOR:
100 GENERAL FUND

		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11000410 522400	PHONE	389	0	389	.00	.00	389.00	.0%
11000410 523200	REFUSE COLLECTI	4,500	0	4,500	.00	.00	4,500.00	.0%
11000410 523300	LAUNDRY	0	0	0	454.36	.00	-454.36	100.0%*
11000410 524000	BUILD EQUIP MAI	35,000	0	35,000	1,042.85	1,709.53	32,247.62	7.9%
11000410 524100	GROUNDS MAINTEN	3,000	0	3,000	.00	.00	3,000.00	.0%
11000410 526700	CONTRACTUAL SER	24,000	0	24,000	.00	.00	24,000.00	.0%
11000410 531000	OFFICE SUPPLIES	1,600	0	1,600	.00	.00	1,600.00	.0%
11000410 531300	FURNITURE & FUR	1,000	0	1,000	.00	.00	1,000.00	.0%
11000410 534000	FUEL	1,000	0	1,000	.00	.00	1,000.00	.0%
11000410 534140	OPERATING SUPPL	2,000	0	2,000	.00	.00	2,000.00	.0%
11000410 534170	BUILDING AND EQ	7,000	0	7,000	3,048.06	.00	3,951.94	43.5%
11000410 534240	HOUSEHOLD JANIT	17,000	0	17,000	2,493.87	.00	14,506.13	14.7%
11000410 541150	CO ADMINISTRATI	20	0	20	.00	.00	20.00	.0%
11000410 541220	CO HWY DEPT SER	2,000	0	2,000	.00	.00	2,000.00	.0%
11000410 551000	BUILDING PREMIU	20,477	0	20,477	.00	.00	20,477.00	.0%
11000410 551150	GENERAL LIABILI	643	0	643	.00	.00	643.00	.0%
11000410 588000	CAP PROJECTS	0	26,660	26,660	49.39	.00	26,610.69	.2%
TOTAL COURTS BUILDING		384,640	19,500	404,140	-31,769.01	1,709.53	434,199.48	-7.4%

23 CORRECTIONS BUILDING

11000640 411100	PROPERTY TAX RE	0	0	0	-143,610.84	.00	143,610.84	100.0%
11000640 491000	INTRAFUND TRANS	0	-7,160	-7,160	-7,160.08	.00	.00	100.0%
11000640 521450	PROFESSIONAL SE	0	7,412	7,412	.00	.00	7,412.18	.0%
11000640 522000	WATER	23,000	0	23,000	4,041.90	.00	18,958.10	17.6%
11000640 522010	FIRE PROTECTION	3,132	0	3,132	1,274.40	.00	1,857.60	40.7%
11000640 522100	ELECTRICITY	265,000	0	265,000	29,420.79	.00	235,579.21	11.1%
11000640 522200	SEWER	69,000	0	69,000	8,720.68	.00	60,279.32	12.6%
11000640 522300	NATURAL LP GAS	88,000	0	88,000	9,943.35	.00	78,056.65	11.3%
11000640 522400	PHONE	2,330	0	2,330	76.79	.00	2,253.21	3.3%
11000640 523200	REFUSE COLLECTI	14,500	0	14,500	.00	.00	14,500.00	.0%
11000640 523300	LAUNDRY	0	0	0	592.33	.00	-592.33	100.0%*
11000640 524000	BUILD EQUIP MAI	75,000	0	75,000	34,024.92	8,979.53	31,995.55	57.3%
11000640 524100	GROUNDS MAINTEN	10,000	1,375	11,375	.00	1,375.00	10,000.00	12.1%
11000640 526700	CONTRACTUAL SER	30,000	0	30,000	.00	.00	30,000.00	.0%
11000640 531000	OFFICE SUPPLIES	1,000	0	1,000	86.75	.00	913.25	8.7%
11000640 531100	COMPUTER EQUIPM	400	0	400	.00	.00	400.00	.0%
11000640 531300	FURNITURE & FUR	500	0	500	.00	.00	500.00	.0%
11000640 534000	FUEL	1,000	0	1,000	903.34	.00	96.66	90.3%
11000640 534140	OPERATING SUPPL	4,500	0	4,500	.00	.00	4,500.00	.0%
11000640 534170	BUILDING AND EQ	32,000	0	32,000	11,446.69	.00	20,553.31	35.8%

FOR 2021 03

ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11000640 534240 HOUSEHOLD JANIT	30,000	0	30,000	5,231.35	.00	24,768.65	17.4%
11000640 541110 CO FINANCIAL SE	17,280	0	17,280	17,280.00	.00	.00	100.0%
11000640 541220 CO HWY DEPT SER	8,000	0	8,000	5,235.32	.00	2,764.68	65.4%
11000640 551000 BUILDING PREMIU	35,403	0	35,403	.00	.00	35,403.00	.0%
11000640 551150 GENERAL LIABILI	1,620	0	1,620	.00	.00	1,620.00	.0%
11000640 586000 CAP MACHINERY &	150,000	0	150,000	.00	.00	150,000.00	.0%
11000640 588000 CAP PROJECTS	0	7,160	7,160	48,392.51	9,448.30	-50,680.73	807.8%*
TOTAL CORRECTIONS BUILDING	861,665	8,787	870,452	25,900.20	19,802.83	824,749.15	5.3%
24 J-POD BUILDING							
11000650 411100 PROPERTY TAX RE	0	0	0	-14,218.50	.00	14,218.50	100.0%
11000650 521450 PROFESSIONAL SE	0	7,412	7,412	.00	.00	7,412.18	.0%
11000650 522000 WATER	1,000	0	1,000	169.07	.00	830.93	16.9%
11000650 522010 FIRE PROTECTION	1,860	0	1,860	316.00	.00	1,544.00	17.0%
11000650 522100 ELECTRICITY	46,000	0	46,000	5,271.92	.00	40,728.08	11.5%
11000650 522200 SEWER	2,100	0	2,100	376.91	.00	1,723.09	17.9%
11000650 522300 NATURAL LP GAS	11,500	0	11,500	4,804.33	.00	6,695.67	41.8%
11000650 522400 PHONE	389	0	389	.00	.00	389.00	.0%
11000650 523300 LAUNDRY	200	0	200	454.35	.00	-254.35	227.2%*
11000650 524000 BUILD EQUIP MAI	9,000	0	9,000	7,850.44	9,315.82	-8,166.26	190.7%*
11000650 526700 CONTRACTUAL SER	3,100	0	3,100	.00	.00	3,100.00	.0%
11000650 531000 OFFICE SUPPLIES	200	0	200	405.74	.00	-205.74	202.9%*
11000650 531300 FURNITURE & FUR	200	0	200	.00	.00	200.00	.0%
11000650 534140 OPERATING SUPPL	1,000	0	1,000	.00	.00	1,000.00	.0%
11000650 534170 BUILDING AND EQ	3,600	0	3,600	1,040.80	.00	2,559.20	28.9%
11000650 534240 HOUSEHOLD JANIT	2,200	0	2,200	279.51	.00	1,920.49	12.7%
11000650 541120 CO RADIO MAINTE	100	0	100	.00	.00	100.00	.0%
11000650 551000 BUILDING PREMIU	2,850	0	2,850	.00	.00	2,850.00	.0%
11000650 551100 EQUIPMENT VEHIC	12	0	12	.00	.00	12.00	.0%
TOTAL J-POD BUILDING	85,311	7,412	92,723	6,750.57	9,315.82	76,656.79	17.3%
TOTAL PHYSICAL FACILITIES	0	35,699	35,699	-36,779.07	63,196.44	9,281.99	74.0%
TOTAL PHYSICAL FACILITIES	0	35,699	35,699	-36,779.07	63,196.44	9,281.99	74.0%
TOTAL GENERAL FUND	0	35,699	35,699	-36,779.07	63,196.44	9,281.99	74.0%
TOTAL REVENUES	-4,438,505	-15,325	-4,453,830	-923,617.60	.00	-3,530,212.18	
TOTAL EXPENSES	4,438,505	51,024	4,489,529	886,838.53	63,196.44	3,539,494.17	

FOR 2021 03

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	0	35,699	35,699	-36,779.07	63,196.44	9,281.99	74.0%

** END OF REPORT - Generated by Lifke, Eileen **