



**GENERAL SERVICES COMMITTEE**  
**Minutes – October 19, 2021**

**Call to Order.** Chair Potter called the meeting of the General Services Committee to order via Zoom at 7:30 A.M., on Tuesday, October 19, 2021.

**Committee Members Present:** Supervisors Potter, Wilson, Homan, Fox, and Brien.

**Committee Members Absent:** None.

**Staff Members Present:** Josh Smith, County Administrator; Randy Terronez, Assistant to the County Administrator; Terri Carlson, Risk Manager; Brent Sutherland, Facilities Director; and Dave Froeber and Mike Parille, Facilities Superintendents.

**Others Present:** Brian Zobel, UW Whitewater at Rock County.

**Approval of Agenda.** Supervisor Fox moved approval of the agenda, second by Supervisor Wilson. ADOPTED.

**Public Comment.** None.

**Approval of Minutes – October 5, 2021.** Supervisor Wilson moved approval of the minutes of October 5, 2021 as presented, second by Supervisor Brien. ADOPTED

**Review of Payments.**

None.

**Transfers.**

None.

**Resolutions and Committee Action**

**Awarding Contract for the Purchase of a Backup Radio Repeater System for Public Works**

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2021 does hereby approve and authorize awarding a contract in the amount of \$ 29,000 to General Communications of Madison WI, for the purchase of Backup Radio Repeater systems equipment for the Department of Public Works.”

Supervisor Brien moved approval of the above resolution, second by Supervisor Homan. ADOPTED.

**Reports, Updates, Discussion, and Possible Action**

**Future meetings – In-person versus continuing with Zoom**

Supervisor Fox expressed his support for meeting in-person and offered the use of the Airport Conference Room. Supervisor Wilson advocated for utilizing multiple County facilities for meeting spaces. Supervisor Fox asked that the committee meet only when there are action items on

the agenda. Supervisor Wilson inquired whether the meeting could be virtual for shorter agendas with no action items. Chair Potter will work with Brent to schedule future meetings.

**Dr. Daniel Hale Williams Rock County Resource Center updates**

**Approval of Change Order**

None.

**Punchlist items progress**

Brent informed the committee that they have dates for the last-minute furniture items. Cullen is fixing the drywall seams soon. Workers in the DWRC have been noticing that sounds are still traveling, so they are working to manage and remedy. The railing around the rocks in the rotunda will be installed in 3 weeks. They are also working on installing duress alarms and holding trainings for them.

**911/IT renovation updates**

**Schedule**

Brent informed the committee that they will be started with the 911 renovation first. They will be meeting today to review surveys to make sure that they have a full-site survey so that they know where all utilities are located. 911 will remain in operation during the whole process.

**District Attorney renovation updates**

**Schedule**

Brent informed the committee that phase 1 is scheduled to be complete at the end of December. Phase 2 should be done at the end of April 2022.

**Furniture**

Brent informed the committee that the furniture is delayed until March.

**Review and Discussion of 2022 Recommended Budget**

Josh Smith highlighted projects and requests that were not recommended for 2022. He explained that he recommended the Administrative Assistant position for Facilities Management. Supervisor Wilson asked for an update on the County Board room audio-visual technology project. Josh responded that there will be a live feed of what is being presented at County Board meetings to go out to the YouTube feed. Brent added that 98” monitors will be added for presentations in the County Board room. Randy explained that one of the monitors will display the voting board.

**Communications, Announcements, and Information**

None.

**Adjournment.** Supervisor Wilson moved adjournment at 8:08 A.M., second by Supervisor Homan.  
ADOPTED.

Respectfully submitted,

Haley Hoffman  
Office Coordinator

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE**