

## GENERAL SERVICES COMMITTEE

Minutes – March 17, 2015

**Call to Order.** Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, March 17, 2015 in Conference Room N1, Rock County Courthouse East.

**Committee Members Present:** Supervisors Brill, Brien and Zajac.

**Committee Members Absent:** Supervisors Heidenreich and Nash.

**Staff Members Present:** Rob Leu, General Services Director; Josh Smith, County Administrator; Randy Terronez, Assistant to the County Administrator; Jeff Kuglitsch, Corporation Counsel; Captain Craig Strouse and Captain Brent DeRemer, Sheriff's Office; Carl Varga, Courthouse Facility Superintendent.

**Others Present:** Supervisors Podzilni and Kraft; Cathy Idzerda, Janesville Gazette.

**Approval of Agenda:** Supervisor Zajac moved approval of the agenda as presented, second by Supervisor Brien. ADOPTED.

**Citizen Participation.** None.

**Approval of Minutes.** Supervisor Zajac moved approval of the minutes of March 3, 2015 as presented, second by Supervisor Brien. ADOPTED.

**Transfers and Appropriations.** None.

### **Bills/Encumbrances**

HCC Building Complex	\$	1,926.85
Postage Meter		440.81
General Services		11,869.94
Glen Oaks Facility Operations		43.64
Youth Services Center		1,567.60
Communications Center Operations		1,623.78
Diversion / ASC Program		1,619.32
Jail Capital Improvements		2,830.26
Courthouse Facility		2,480.00
Jail/HCC Complex		1,620.00

**Pre-Approved Encumbrance Amendments** None.

Supervisor Zajac moved approval of the above Bills/Encumbrances and Pre-Approved Encumbrances for the General Services Committee, second by Supervisor Brien. ADOPTED.

**Approval to Include Bidders Qualification Statement in the Following Bid Packages: Pinehurst Waterproofing; Health Care Center Masonry Repairs; and Courthouse Parking Ramp Masonry Repairs, North Planter and Light Base Reconstruction.** Mr. Leu said this is the same format as the Jail and asked for approval to proceed with the bidding procedure for the three projects.

Supervisor Brien moved approval to include the bidders qualification statement for the three projects, second by Supervisor Zajac. ADOPTED.

**Update.**

**Courthouse Windows Project** Mr. Leu informed the Committee that Ms. Timmerman, Deputy Corporation Counsel, sent a letter to Alcoa requesting the cost for replacement of all windows not currently covered under the warranty. Alcoa misinterpreted the letter and said they would only fix the windows that have failed. Ms. Timmerman has sent a letter back explaining that the County would cover the cost difference for the additional windows over the ones that have failed. She has not yet heard back from them.

**Courthouse Planters** Mr. Leu said there is nothing new at this time.

**Communications, Announcements and Information.** Supervisor Zajac suggested using a concrete sealer around the planters that are failing. Mr. Leu said this was a good idea.

**Executive Session:** Supervisors Zajac and Brien moved to go into Executive Session at 8:06 A.M. per Section 19.85(1)(d) Wis. Stats. - Consider Strategy for Crime Detection or Prevention (Recommendation on Courthouse Security). ADOPTED on a roll call vote with the following: Ayes – Supervisors Brill, Brien and Zajac. Supervisors Heidenreich and Nash were absent.

Chair Brill announced that the Committee would meet in closed session per Section 19.85(1)(d) Wis. Stats. – Consider Strategy for Crime Detection or Prevention (Recommendation on Courthouse Security).

Supervisor Zajac moved to go out of Executive Session at 9:14 A.M., second by Supervisor Brien. ADOPTED.

**Tour of the Courthouse.** The Committee toured the courthouse from 9:15 to 9:45 A.M.

Mr. Smith said there will be more discussion at the next General Services meeting.

Mr. Leu said he would do a flow chart of the phases to show the cause and effects for each change.

**Adjournment.** Supervisor Brien moved adjournment at 9:50 A.M., second by Supervisor Zajac. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**