

GENERAL SERVICES COMMITTEE
Minutes – September 23, 2014

Call to Order. Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, September 23, 2014 in the third floor conference room at the Health Care Center.

Committee Members Present: Supervisors Brill, Heidenreich, Brien, Nash and Zajac.

Committee Members Absent: None.

Staff Members Present: Rob Leu, General Services Director; Josh Smith, County Administrator; Jeff Kuglitsch, Corporation Counsel; Randy Terronez, Assistant to the County Administrator; Phil Boutwell, Human Services Deputy Director; Lance Horozewski, Children Youth & Families Division Manager; Carl Varga, Courthouse Facilities Manager; Carla Quirk, Administrative Assistant, General Services.

Others Present: None.

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

Citizen Participation. None.

Executive Session: Supervisor Heidenreich moved to go into Executive Session at 8:01 A.M. per Section 19.85(1)(g), Wis. Stats. Conferring with Legal Counsel Regarding Potential Litigation, second by Supervisor Zajac. ADOPTED on a roll call vote with the following: Ayes – Supervisors Brill, Heidenreich, Brien, Nash and Zajac.

Chair Brill announced that the Committee would meet in closed session per Section 19.85(1)(g) Wis. Stats. Conferring with Legal Counsel on Potential Litigation.

Supervisor Heidenreich moved to go out of Executive Session at 8:06 A.M., second by Supervisor Zajac. ADOPTED.

Approval of Minutes. Supervisor Zajac moved approval of the minutes of September 9, 2014 as presented, second by Supervisor Brien. ADOPTED.

Transfers and Appropriations. None.

Bills/Encumbrances

Postage Meter	\$ 412.37
General Services	22,056.50
Glen Oaks Operations	8,799.62
Communications Center Operations	114.40
Diversion Program/ASC Program	414.08
Jail Capital Improvement	989.26
Courthouse Facility Project	990.00

Pre-Approved Encumbrance Amendments None.

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

Approval of Purchase for 2015 Calendars – Office Pro Janesville – Alternate Brand.

Supervisor Zajac moved approval to purchase the alternate brand 2015 calendars from Office Pro at a cost of \$7,827.44, second by Supervisor Heidenreich. ADOPTED.

Resolution.

Authorizing Legal Services for the Rock Haven Facility Construction Project Architect Contract

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2014 that the County authorize Axely Brynelson, LLP of Madison, WI to provide additional services related to negotiations and mediation in the amount of \$25,000 with costs to come from project cost reimbursement.”

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

Tour of Outdoor Recreation Yard Project at Youth Services Center. The Committee toured the recreation yard at the Youth Services Center from 8:13 A.M. to 8:56 A.M.

Updates.

Rock Haven

Update Report Mr. Terronez said there is nothing at this time.

Courthouse Windows Project

Update Mr. Leu stated there is nothing new at this time. He said Ms. Timmerman, Deputy Corporation Counsel, is still working on this.

Courthouse Planters

Update Mr. Leu said the light fixtures have been refurbished and Gilbank will be doing some work next week to see how to fix the planters.

Youth Services Center Recreation Yard

Update/Change Order(s) Mr. Boutwell said there are two change order requests. The first one, PR #2, for cement pads on the level with footings below the frost line for the recreation yard exercise equipment at a total cost of \$4,012.

Supervisor Zajac moved approval of Change Order Request/PR #2 in the amount of \$4,012, second by Supervisor Heidenreich. ADOPTED.

Mr. Boutwell said the second change order, PR#3, is for hardware modifications to secure door R-01 per Administrative Code for a total cost of \$1,800.

Supervisor Heidenreich moved approval of Change Order Request/PR#3 in the amount of \$1,800, second by Supervisor Brien. ADOPTED.

Communications, Announcements and Information. Chair Brill suggested a tour of the Youth Services Center facility at a future meeting. Mr. Boutwell and Mr. Horozewski said the mornings are usually court times at the facility and perhaps a joint meeting with the Human Services Board could be scheduled.

Adjournment. Supervisor Brien moved adjournment at 9:02 A.M., second by Supervisor Heidenreich. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.