



GENERAL SERVICES COMMITTEE
Minutes – June 18, 2019

Call to Order. Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, June 18, 2019 in Conference Room N-1, Rock County Courthouse East.

Committee Members Present: Supervisors Brill, Zajac and Potter.

Committee Members Absent: Supervisors Brien and Rashkin.

Staff Members Present: Josh Smith, County Administrator; Brent Sutherland, Facilities Management Director; Randy Terronez, Assistant to the County Administrator; Jon Furseth and Dave Froeber, Facilities Superintendents; Richard Greenlee, Corporation Counsel; Jodi Millis, Purchasing Manager; Terri Carlson, Risk Manager, Corporation Counsel.

Others Present: Brian Zobel, UW Colleges – Southwest; Supervisors Podzilni and Mawhinney.

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

Citizen Participation. None.

Approval of Minutes – May 21, 2019. Supervisor Zajac moved approval of the minutes of May 21, 2019 as presented, second by Supervisor Potter. ADOPTED.

Transfers. None.

Review of Payments. The Committee accepted the reports.

Resolutions and Committee Action.

Awarding the Contract for Exterior Wall Restoration at the Jail

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____ 2019 does hereby approve and authorize awarding a contract in the amount of \$134,500 to Statz Restoration Inc. of Menomonee Falls, WI, for the exterior wall restorations at the Jail.

BE IT FURTHER RESOLVED, a contingency fund of \$5,000 be established to cover any unforeseeable issues that arise.”

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

Supervisor Potter asked about having local contractors under contract for projects. Ms. Millis explained counties must follow state statutes. Mr. Greenlee said these are complex issues and suggested discussion be put on a future agenda.

ADOPTED.

Authorizing Property Purchase, Approving Ground Lease and Amending 2019 Facilities Management Capital Budget for a New Public Works Garage in Town of Turtle

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____ 2019, purchase 3.98 acres of property at 3503 E. Shopiere Lane (Parcel #6-19-97A) in the Town of Turtle be approved in the amount of \$250,000.

BE IT FURTHER RESOLVED that subsequent to acquiring the property, a ground lease for a maximum of twenty years, be approved that allows the former property owner to retain ownership to an existing pedestal sign.

BE IT FURTHER RESOLVED that the County Board Chair and the County Clerk be authorized to execute required property acquisition documents.

BE IT FURTHER RESOLVED, the Facilities Management 2019 capital budget be amended as follows:

...”

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

Mr. Sutherland explained a location for the new garage had not been included in the budget as a site had not been chosen. An appraisal and an environmental assessment on the property has been done. No further environmental work is needed.

ADOPTED.

Updates and Possible Action.

Courthouse Security

Phase 2 & 3 Construction Schedule Update Mr. Sutherland said the east parking lots will be complete except for the elevator soon. The Committee discussed opening the east lots or wait until the elevator is in and operable.

Courthouse Security Phase 2 & 3 Change Orders Mr. Sutherland there are no change orders at this time.

Armed Security Cost Comparison and Other Information Mr. Sutherland went over the reports in the agenda packet and explained that the cost of the Sheriff's Deputies was a bit high. The hours could be reduced as there are deputies here during some of those hours already. Mr. Sutherland said the report of confiscated items does not include when people have left instead of turning items over to security.

Update on Purging Closed Files in the Health Care Center Tunnel Mr. Sutherland went over the history and said this information is shared with the Fire Inspector.

Update on Master Electrician Position Mr. Sutherland said he has the last interview tomorrow.

Capital Projects Update Mr. Sutherland went over the reports with the Committee and answered questions. He said this is Ms. Millis' report and asked if the Committee wished to see this more often than quarterly. The Committee felt quarterly was fine.

Semi-Annual Report on Attendance at Conferences/Conventions The Committee accepted the report.

Communications, Announcements and Information. Ms. Millis said she is working on the flower beds at the front of the Courthouse, and working with Dvorak on having the shrubs pulled along the entrances to the front parking lots and will be replacing them with rock.

Mr. Zobel said they are doing similar work at the Rock County Campus. They have a partnership with UW-Whitewater students and a bus driver to help their maintenance person.

Supervisor Podzilni shared that the County closed on the 1717 Center property the prior day and the County now owns the property.

Mr. Sutherland said the July 2, 2019 meeting will be held at 1717 Center Avenue.

Adjournment. Supervisor Zajac moved adjournment at 8:37 A.M., second by Supervisor Potter. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.