



Minutes - March 1, 2022

Call to Order: Chair Potter called the General Services Committee meeting to order at 7:30 A.M. on March 1, 2022 at the Craig Center.

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

Committee Members Absent: None.

Staff Members Present: Randy Terronez, Assistant to the Administrator; Brent Sutherland, Facilities Management Director; Terri Carlson, Risk Manager; Bruce Stone, Maintenance Worker; Dave Froeber and Mike Parille, Facilities Superintendents.

Others Present: Brian Zobel, UW-Whitewater Director of Facilities Planning & Management.

Approve Agenda: Supervisor Fox moved approval of the agenda as presented, second by Supervisor Wilson. ADOPTED.

Citizen Participation, Communications and Announcements: None.

Approval of Minutes:

February 8, 2022 Minutes: Supervisor Wilson moved approval of the minutes from February 8, 2022 as presented, second by Supervisor Homan. ADOPTED.

Approval of Transfers: None.

Review of Payments: The committee reviewed the payments.

Review and Approval of Resolutions:

Awarding Contract for the 911 Communication Center Roof Replacement: "NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2022 does hereby approve and authorize awarding a contract in the amount of \$33,554.00 to Hernandez Roofing of New Berlin, WI, for the 911 Communication Center roof replacement.

BE IT FURTHER RESOLVED, that a \$3,500.00 contingency will also be approved to cover any unforeseen items."

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

Awarding Contract for the Department of Public Works (DPW) Brown Shed Roof

Replacement: "NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2022 does hereby approve and authorize awarding a contract in the amount of \$89,905.00 to Midwest Roofing & Construction LLC of Dodgeville WI, for the Brown Shed roof replacement.

BE IT FURTHER RESOLVED, that a \$8,000.00 contingency will also be approved to cover any unforeseen items."

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

Reclassification of a 1.0 FTE Administrative Assistant position to a Unilateral Office

Coordinator Position: "NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2022 does hereby approve the reclassification of a 1.0 FTE Administrative Assistant position(range 7 on the 2489 pay grid) to a 1.0 FTE Office Coordinator (range 13 on the Unilateral pay grid) in the facilities Management budget."

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

Review, Discussion and Possible Action:

IT/911 addition and renovation updates:

911 Communication Center Dispatch Consoles - Change order # 1: Supervisor Homan moved approval of the amended change order #1 for 911 counsel replacement in the amount of \$13,590, second by Supervisor Fox. ADOPTED.

Clerk of Courts- Service window renovation update: Brent informed the committee that this project is complete. There were 5 service windows, and now there are 3.

District Attorney Renovation Update: Brent updated the committee that this project is moving along. No asbestos was found in the flooring. Furniture is scheduled to be delivered in April.

District Attorney Revised Change Order #7: Supervisor Brien moved approval of change order #7 in the amount of \$6,973.11 for changes to the Clerk of Court windows, second by Supervisor Wilson. ADOPTED.

Law Library and Probate Vault renovation schedule: Brent informed the committee that funds were budgeted in 2021 to remove the books from the law library on the 4th floor and renovate it to be used as a small hearing room. The vault on the 3rd floor is also being renovated into a hearing room.

Committee Approval to contract for carpet replacement at the Eclipse center: Supervisor Brien moved approval to contract for carpet replacement at the Eclipse center, second by Supervisor Homan. Brent explained that the county is responsible for any painting or flooring replacement. This is a budget expense.

Supervisor Fox abstained. ADOPTED.

Committee Approval to Purchase Lift for Dr. Daniel Hale Williams Rock County Resource Center: Supervisor Fox moved approval to purchase a lift for the Dr. Daniel Hale Williams Rock County Resource Center, second by Supervisor Homan. ADOPTED.

Committee Approval of Contract for Professional Services for the Roof Replacement of Courthouse building: Supervisor Homan moved approval to contract for professional services for the roof replacement of the Courthouse, second by Supervisor Wilson. ADOPTED.

Committee Approval of Contract for Professional Services for the Roof Replacement of Diversion building: Supervisor Brien moved approval to contract for professional services for the roof replacement for the Diversion building, second by Supervisor Wilson.

Brent Sutherland explained that the shingles were curling up on the roof. He explained that this is because of the way that the venting is set up. This will be replaced with a metal roof. A metal roof is more cost-effective.

Supervisor Fox abstained. ADOPTED.

- Bruce Stone, Maintenance Worker, spoke about Craig Center and the Rock County Fairgrounds. He explained his daily duties and his efforts to get the Fairgrounds maps and plans updated. Brent expressed his appreciation for Bruce's hard work.

Next meeting date and time: March 15, 2022 at 7:30 A.M.

Adjournment: Supervisor Wilson moved to adjourn at 8:21 A.M., second by Supervisor Homan. ADOPTED.

Respectfully submitted,

Haley Hoffman
Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.