



Minutes - October 18, 2022

Call to Order: Chair Brien called the General Services Committee meeting to order at 8:48a in the large conference room at the Eclipse Center in Beloit, WI.

Committee Members Present: Supervisors Brien, Cullen, Wilson, and Zoril.

Committee Members Absent: Supervisor Fox.

Staff Members Present: Brent Sutherland, Facilities Director; Mike Parille and Dave Froeber, Facilities Superintendents, Maurine Braun, Facilities Administrative Assistant, Randy Terronez, Assistant to the County Administrator, Judge Barbara McCrory, Judge Karl Hanson, Jacki Gackstatter, Clerk of Circuit Court.

Others Present: Brian Zobel, Director, Facilities Planning and Management at University of Wisconsin – Whitewater.

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

Citizen Participation, Communications and Announcements: None.

Approval of Minutes:

September 27, 2022 Minutes: Supervisor Zoril moved approval of the September 27, 2022 amended minutes, second by Supervisor Wilson. ADOPTED.

Approval of Transfers: None.

Review of Payments:

September 2022 Payments: September payments were reviewed.

Review and Approval of Resolutions:

Awarding the Contract for the Renovation of the Law Library: Supervisor Wilson moved to approve the above committee approval, second by Supervisor Cullen.

Brent explained in 2022 Facilities Management budgeted to renovate both the law library and the

probate vault into hearing rooms at the courthouse. He explained in August, the committee approved to separate the projects into two spaces and rebid just the law library.

Supervisor Zoril discussed an issue with the computer resources for the law library documents. Judge McCrory and Brent explained that IT work order tickets have been placed to rectify the issues.

ADOPTED.

Review, Discussion and Possible Action:

Update on Software for Tracking and Auditing Utilities Performance : Brent explained facilities has partnered with Pear.ai which is a company to help track and audit the utility bills for the county buildings.

Supervisor Zoril asked Brent about the past averaging of utilities costs that are being billed to the Blackhawk Curling Club and if this will change in the future and true costs be billed. Brent explained he decided the averaging was the best route based on the Blackhawk Building being a county owned building. The Blackhawk building would incur utility costs regardless of the curling club being on site. Brent also explained that the averaging is the best and most fair option to capture county costs along with curling club and 4H fair costs.

Updates on the Courthouse Roof Replacement Project: Brent explained that work this year's roof replacement section is being delayed until Spring 2023 due to a delay in materials. The materials are scheduled to arrive in late October and funds will be carried over.

Review and Approval of Facilities Management Recommended Budget: The 2023 Facilities Management budget was reviewed and discussed.

Supervisor Zoril made a motion to request from the finance committee to modify the Facilities Management budget by \$21,000 to allow for LED lighting upgrades to the Department of Public Works- Newville Road building, second by Supervisor Cullen. ADOPTED.

Supervisor Zoril discussed including rent revenue from the Blackhawk Curling Club into the budget. Committee members discussed and decided it is best to not entertain that at this time with the upcoming good faith negotiations between the county and the curling club.

Supervisor Cullen made a motion to request from the finance committee to modify the Facilities Management budget to include a personnel change resulting in of a budget increase of \$72,543 which includes including the deletion of 1.0 FTE Maintenance Crew Leader position, creating a 1.0FTE Maintenance Worker IV, and create 1.0 FTE Facilities Supervisor. Second by Supervisor Wilson.

Supervisor Zoril made a modified motion to pay for the above position by eliminating the Equity Manager position within the County Administration department. Second by Supervisor Cullen agreeing and was added to the original motion.

Supervisor Cullen moved to call the question. Second by Supervisor Zoril. The call the question vote was never cast, and the original modified motion passed with a vote of 3-1 (Supervisor Wilson voted nay).

Supervisor Zoril made a motion to approve the amended 2023 Facilities Management budget. Second by Supervisor Cullen. ADOPTED.

Information Technology/911 Communications Center renovation Project updates.

1. Schedule: Brent explained the schedule is still on track to be completed in April 2023.

LES/Jail Renovation Updates.:

Schedule: Brent explained the schedule is on track with no current expected delays.

Fiber Line: Brent explained the fiber line that runs between the sheriff's office and youth services center was accidentally struck by a contractor resulting in internet and phone outages for the youth services center and DPW building. He explained they were able to get it fixed within a few hours and the cost will be covered by the contractor.

Next meeting date and time: November 1st, 2022.

Building Tour: Supervisors Brien, Zoril and Wilson attended the tour of the Eclipse Center.

Adjournment: Supervisor Zoril moved to adjourn at 10:12 A.M., second by Supervisor Wilson.

ADOPTED.

Respectfully submitted,

Tammy Kettleson
Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.