



Minutes - February 6, 2024

Call to Order: Chair Brien called the General Services Committee meeting to order at 8:45 am at the Rock County Courthouse, Conference Room N1 and N2 and via Zoom.

Committee Members Present: Supervisors Brien via Zoom, Cullen, Zoril, Bobzien and Wilson

Committee Members Absent: None

Staff Members Present: Brent Sutherland, Facilities Director; David Froeber, Facilities Superintendent; Randy Terronez, Assistant to the County Administrator; Tammy Kettleison, Emergency Management; Michael Parille, Facilities Superintendent Via Zoom

Others Present: Brian Zobel, UW-Whitewater at Rock County; Chuck Flynn; Dennis Hilgendorf via zoom

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

Citizen Participation, Communications and Announcements: None

Communications from Staff or Partners: None

Introduction of Facilities Management - Administrative Professional III: Brent introduced Andrea Wolf as a new addition to the Facilities Management Team.

Approval of Minutes:

January 16, 2024 Minutes: Supervisor Cullen moved approval of the January 16, 2024 minutes as presented, second by Supervisor Wilson. ADOPTED.

Approval of Transfers: None

Review of Payments:

Review of January 2024 Payments: The committee reviewed the January 2024 payments.

Review and Approval of Resolutions:

Approval to Purchase the Information Technology Networking Equipment for the Law Enforcement Services /Jail Renovation Project: Supervisor Wilson moved approval to purchase the Information Technology networking equipment for the Law Enforcement Services/Jail Renovation Project, second by Supervisor Cullen.

Brent explained this is approving the purchase of 29 Cisco network switches and 80 wireless access points at the request of Rock County Information Technology due to the increasing technology of the new Sheriff's Office space. Brent further explained the cost is allocated in the 2024 budget and is not a budget amendment.

ADOPTED

Resolution Approving \$60,000 Contingency Fund for the Rock Haven Nurse Call System Replacement: Supervisor Cullen moved approval of a \$60,000 contingency fund for the Rock Haven nurse call system replacement, second by Supervisor Bobzien.

Brent discussed this amendment was not included in the original resolution that was approved by the county board. Brent explained this amends that resolution to include the contingency.

Supervisor Zoril questioned if this was budgeted and where is the money coming from. Brent responded that it was budgeted and funded with sales tax.

ADOPTED

Review, Discussion and Possible Action:

Committee Approval to Contract with Christoferson Moving and Storage: Supervisor Cullen moved to approve contract with Christoferson Moving and Storage, second by Supervisor Wilson.

Brent reported Mulrooney moving services were used recently in the past to move staff into the Dr. Daniel Hale Williams Center and Information Technology buildings. Brent then explained this company was no longer in the business of moving, and that Christoferson would replace Mulrooney. He discussed that no bids were taken because it is professional services and that Christoferson has gone through taking inventory for an estimate, and they are scheduled to start on June 1st, 2024. Brent discussed that departments would purge unnecessary documents that do not need to be moved.

Supervisor Zoril questioned if the documents would be offered to the Historical Society before being purged as per county ordinance. Brent replied that he leaves that up to the individual offices to make those requests.

ADOPTED

Supervisors Cullen, Wilson, Bobzien, Brien – Yea Supervisor Zoril - Nay

Committee Approval to Purchase Lock Cylinders for the Law Enforcement Services/Jail Renovation Project: Supervisor Cullen moved to approve the purchase lock cylinders for the Law Enforcement Services/Jail Renovation Project, second by Supervisor Bobzien. Brent explained 28 were planned to be replaced but 49 will be replaced at the same cost/price.

ADOPTED

Requesting Approval to Contract for Carpet Replacement at the Courthouse: Supervisor Cullen moved to approve contract for carpet replacement at the Courthouse, second by Supervisor Wilson.

Brent explained the County is receiving State contracted pricing and it was in the 2024 budget.

ADOPTED

Requesting Approval to Contract for Carpet Replacement at Rock Haven: Supervisor Cullen moved to approve contract for carpet replacement at Rock Haven, second by Supervisor Bobzien.

Supervisor Zoril brought up concerns for people with wheelchairs that carpet can be difficult for movement and if hardwood flooring would be a better option. Brent explained that those concerns were mentioned in the original design and the carpet was a good option as it was softer, which could prevent injuries from falls and is a warmer option. Brent further explained that carpet is purchased as carpet squares and is easily replaced when damaged or soiled, and vinyl has been requested and accommodated when necessary.

ADOPTED.

Approval to Contract with SGTS for Professional Services to Upgrade Rock Haven Security Camera System: Supervisor Cullen moved to approve the contract with SGTS for professional services to upgrade Rock Haven security camera system, second by Supervisor Wilson.

Brent explained the current camera system is no longer supported and as technology advances the system needs to be replaced. Brent reported that, generally, systems are expected to be replaced every 7 years and Rock Haven's system is about 10 years old. Concerns were raised to prevent systems from having to be replaced so often and why the cameras do not last. Brent responded that the cameras and systems are not the reason, it is getting support for the technology that requires an upgrade every 7 years. Once the upgrade is complete, all cameras will be integrated with all county systems and will be accessible from one place. Recordings are kept depending on location, anywhere from 30 to 90 days.

ADOPTED

The Law Enforcement Services/Jail Renovation Project.:

Approval of Change order # 5 with JP Cullen: The committee reviewed the change orders. Supervisor Wilson moved approval to the presented change orders, second by Supervisor Cullen.

Brent discussed this is a credit that was issued back to Rock County because the lock company was

paid directly and not through JP Cullen.
ADOPTED.

Schedule Update: Brent discussed Law Enforcement Services, Emergency Management and Diversion to start moving June 1, 2024, and the jail side is expected to be moved starting July 1, 2024. Brent further explained the Pinehurst building demolition is planned to start in the fall of 2024 after abatement is completed.

Next meeting date and time: February 20th, 2024, 8:45am

Adjournment: Supervisor Cullen moved to adjourn at 9:32 A.M., second by Supervisor Wilson.
ADOPTED.

Respectfully submitted,

Andrea Wolf
Administrative Professional III

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.