



Minutes - September 17, 2024

Call to Order: **Call to Order:** Chair Brien called the General Services Committee meeting to order at 8:00 am in the Courthouse conference rooms N1/N2

Committee Members Present: Supervisors Brien, Homan, Bobzien, Cullen and Wilson.

Committee Members Absent:

Staff Members Present: Brent Sutherland, Facilities Director; Michael Parille, Facilities Superintendent; Randy Terronez Assistant to County Administrator.

Others Present: Brian Zobel, UW-Whitewater at Rock County; Chuck Flynn, Supervisor Mike Schwarz (via Zoom); Sheila Williams (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.

Approval of Minutes:

September 3, 2024, Minutes: Supervisor Cullen moved to approve September 3, 2024, minutes, second by Supervisor Bobzien. ADOPTED.

Approval of Transfers:

Courthouse Facilities Transfer Request Over \$10,000.00: Supervisor Wilson moved to approve the transfer request, second by Supervisor Homan.

Brent explained that the supplies account is used when things are fixed in house and services is used when contractors are used. This year was a heavier year for contractors; therefore, funds will be moved from supplies to services. Supervisor Bobzien asked if it was anticipated moving forward to have this type of imbalance. Brent explained it is typical to transfer funds from supplies to services and sometimes from services to supplies.

ADOPTED.

Review of Payments:

August 2024 Payments: The committee reviewed the payments.

Review and Approval of Resolutions: None.

Review, Discussion and Possible Action:

Law Enforcement Services/ Jail Renovation Project:

Schedule Update: The fire inspection for Pinehurst is scheduled for September 28, 2024. The local building inspector, Randy will be inspecting, F unit, E unit, diversion and the kitchen for occupancy today. Friday the jail inspector will come through for inspection. Supervisor Cullen asked what part of the jail has been occupied. Brent explained that none of the jail has been occupied at this time. Some of the locks will be delivered today. Most of the glass has arrived. Supervisor Cullen asked if there was any update on the contingency funds. Brent explained that this is being handled by Corp Council and any discussion should be in a closed session.

Update on Nursing Program Renovation:

Review of Change Order # 3: Brent explained that Change order # 3 was for the additional electrical for the AV equipment for the simulation lab that was missed in the design.

ADOPTED.

Schedule Update: This will not be ready for the second semester, pushed out until October. This program is operating this semester in a different location. It will be ready for the first semester next year.

Approval of Engineering for Medical Examiners Space: Supervisor Homan moved to approve engineering for Medical Examiner's space, second by Supervisor Cullen. Brent explained that the committee approved the engineering for a garage for the Medical Examiner in May 2024. Based on the garage for DWRC that came in over budget, we did not move forward with that garage because of the cost. Brent has the same concerns for this garage, that it would come in over budget. The committee approved \$87,700.00 for engineering for a garage. The Medical Examiner questioned whether the cooler and freezer could be put in the basement of the diversion building, along with extending the roof and putting a driveway along the back of the building. To re-engineer the design would take an additional \$10,000.00. Supervisor Cullen asked if anyone else looked at this idea. Brent explained that he did have more staff input to this, and they agreed this would be a good idea. Supervisor Wilson asked for more information about the grade of the building. Brent explained that where the drive would end there is four steps down to the basement level. We would install a lift to lower bodies from the car to the lower level. Supervisor Homan suggested that we avoid the lift and have the driveway lowered to the floor level of the basement. Brent said he will make that suggestion to the engineers.

ADOPTED.

Approval to Contract for Public Works HVAC : Supervisor Bobzien moved to approve contract for Public Works HVAC, second by Supervisor Wilson.

This project was not budgeted. This project came thru a concern from the Risk Manager, Terri Carlson. The older duct work was cleaned and sealed in 2018. The parts room does not have conditioned air, but the office in the parts room is air conditioned, this causes an air quality problem for the superintendent's office. Adding a small furnace unit, would condition the air and keep the air in the parts room and superintendent's office clean. Funds are available left over from 2023 for insulating the Evansville Shed. The 2023 funds could be used to get this project done.

ADOPTED.

Approval to Contract for Diversion Building flooring Abatement: Supervisor Cullen moved to approve contract for Diversion building flooring abatement, second by Supervisor Wilson.

Brent explained that there is a very wide gap of the low bid to the high bid. There were 8 bidders.

Brent asked Wisconsin Abatement for references, he received 3 and all 3 came back good. Brent explained he has no reason not to accept the low bid.

ADOPTED.

Approval of Ground Tower Lease Amendment: Supervisor Bobzien moved to approve ground tower lease amendment, second by Supervisor Cullen.

Brent explained that there are 2 ground leases on the fairgrounds. American Tower's lease ends in 2038 with five four-year renewals. With each renewal they offer a perpetual lease buyout. In 2022 The county denied their offer because it showed a loss to the county. They came back in 2023, with a new offer and that would have been a loss of \$222,000.00 for the duration of that lease. They are back in 2024 and the loss is around \$139,867. They have the option to cancel whether we accept or not. If they cancel it would cost them approximately \$100,000.00 to remove the equipment.

Unanimous no vote

Motion Failed

Update on Former Job Center Building Sale: Brent gave the update that Kwik Trip closed on the former Job Center Building on Friday September 13, 2024. We did remove the air conditioning unit for the fairgrounds.

Quarterly Budget Review: The committee reviewed the quarterly budget as presented.

Supervisor Cullen asked if we were asking any other developers about interest in the Health Care Center. Brent explained that James from Economic Development, recommended that we put together a detailed report to send out. Supervisor Cullen suggested that we just send out the 164-page report we have and follow up with a phone call. Brent will talk with James from Economic Development about that. Brent will add an update on the Health Care Center to the next meeting agenda.

Next meeting date and time - October 1, 2024 8:00 AM:

Adjournment: Supervisor Wilson moved adjournment at 8:49am second by Supervisor Brien.
ADOPTED.

Respectfully submitted,

Maurine Braun
Administrative Professional III

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.