



Minutes - October 7, 2025

Call to Order: Chair Brien called the General Services Committee meeting to order at 8:00 am in the Rock County Courthouse conference room N1/N2.

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

Committee Members Absent: Supervisor Bobzien.

Staff Members Present: Brent Sutherland, Facilities Director; Michael Parille, Facilities Superintendent; Dave Froeber, Facilities Superintendent; John Light, County Administrator; Randy Terronez, Assistant to the County Administrator; Maurine Braun, Administrative Professional III.

Others Present: Chuck Flynn; Supervisor Mawhinney.

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

Citizen Participation, Communications and Announcements: None.

Approval of Minutes:

September 2, 2025 Minutes: Supervisor Cullen moved to approve September 2, 2025 minutes, second by Supervisor Wilson. ADOPTED.

Review of Payments:

September Payments: The committee reviewed the presented payments.

Approval of Transfers:

Transfer of \$14,000.00 for Facilities DPW : Supervisor Cullen moved to approve the transfer of \$14,000.00 for Facilities DPW, second by Supervisor Wilson. Brent explained the transfer is needed because of door repairs. New doors were requested in the budget for 2025 and 2026, but were not recommended. ADOPTED.

Transfer of \$20,106.00 for Facilities DWRC: Supervisor Wilson moved to approve the transfer of \$20,106.00 for Facilities DWRC, second by Supervisor Homan. Services are over budget due to failures on the air handling units (AHU). Brent explained NAMI

(North American Mechanical Inc.) was making repairs, but the units were still failing. They have found a different company to complete repairs and are seeing better results. Brent noted that NAMI is also working on the Jail project and facilities are making sure they button up things before the project is complete.

ADOPTED.

Transfer of \$35,000.00 for Facilities Rock Haven: Supervisor Cullen moved to approve the transfer of \$35,000.00 for Facilities Rock Haven, second by Supervisor Homan.

Brent explained the transfer is needed in the repair and maintenance services due to multiple air handling unit repairs. The committee questioned the life of the equipment and if the units were sized properly. Brent noted that the units are 12 years old and not at the end of life, but were sized correctly for the space needs.

ADOPTED.

Transfer of \$86,271.00 for ME Capital: Supervisor Cullen moved to approve the transfer of \$86,271.00 for ME Capital, second by Supervisor Homan.

Brent discussed issues with a water main installation that was initially designed to be too shallow, which posed a risk of freezing and water main breakage. After consulting with the excavator, who warned about freezing and potential water main breakage, the decision was made to drop the water main down to the 6-foot level to mitigate freezing pipe, and also eliminating the need for a retaining wall and improving site design.

ADOPTED.

Review, Discussion and Possible Action:

Update on Medical Examiner Garage Building Renovation:

Committee Approval to Increase Contingency: Supervisor Cullen moved to approve to increase contingency for ME garage building renovation, second by Supervisor Wilson. ADOPTED.

Approval of Change Orders: Supervisor Homan moved to approve the presented change orders, second by Supervisor Cullen.

Brent explained the individual change orders and credits given due to the changes in design work. ADOPTED.

Updates on the Law Enforcement Services/Jail Renovation Project:

Project Schedule: Brent updated the committee that they are looking at October 15th for final occupancy. The contractors are working through some final punch list items. SGTS is working on security items and having weekly meetings to update their progress.

Dr Daniel Hale Williams Resource Center Maintenance Garage:

Review of Final Change Order: The garage is complete, and the heater unit circuit board had to be replaced. These units were repurposed from the power house.

Update on Eclipse Center Construction: Mike let the committee know the construction is all on the north end of the campus and should not cause any disruptions to the County services offered at the Eclipse Center.

Review of County Administrators 2026 Budget Recommendation—Facilities Management: The committee reviewed the County Administrator's recommended budget. Brent explained how the Facilities department is running dangerously lean, and how the new positions and reallocations requested were not recommended in the 2026 budget. Brent also discussed organizational changes, including moving from two superintendents to an assistant director structure, with three supervisors being relocated to building locations instead of working offsite. The changes were implemented to improve efficiency and workflow, though some team members expressed concerns about the impact on current staff and potential talent retention. While the changes were shared and generally supported by the team, there were some concerns about maintaining lean operations and managing workload. John Light discussed the county's budget challenges, focusing on revenue shortfalls and the difficulty of approving new positions due to limited funding. They explored potential solutions, including a wheel tax for public works, but acknowledged that long-term financial stability would require a combination of strategies such as managing debt, setting proper limits, and exploring new revenue sources.

Next meeting date and time-October 21, 2025 8:00 AM:

Adjournment: Supervisor Cullen moved adjournment at 9:06 AM, second by Supervisor Homan. ADOPTED.

Respectfully submitted,

Andrea Wolf
Administrative Professional III

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.