DODGE COUNTY BUILDING COMMITTEE MINUTES

Administration Building, Room 1A, 127 East Oak Street, Juneau, WI 53039

Date: January 8, 2013

Call to order: The meeting was called to order by Chairman Mattson at 2:00 p.m. with the following members present: **Rodger Mattson, Paul Marose, Clem Hoelzel, and Ed Nelson**

Absent: Chester Caine and Phil McAleer

Also present: Russell Freber, Director of Physical Facilities; Brenda Saugstad, Secretary; and James Mielke, County Administrator.

Minutes: A motion was made by Nelson and seconded by Mattson to approve the minutes of the December 5, 2012 meeting as recorded and allow the chairman to go out of order to efficiently conduct the meeting. Motion carried.

Russ Freber presented information on Change Order #4 from Eugene Matthews for additional stone renovation work in the spring of 2013 on the north and west elevations of the Administration Building in the amount of \$176,500. Funds for this project were budgeted for in 2013.

A motion was made by Nelson and seconded by Hoelzel to approve Change Order #4 from Eugene Matthews in the amount of \$176,500 to extend the contract on the Administration Building stone project contingent upon approval from Corporation Counsel. Motion carried.

Information was also presented on a proposal from Eugene Matthews in the amount of \$9,265 to seal the top parapet on the north and west elevations of the Administration Building. No action was taken at this time.

Russ Freber presented a County Board resolution requesting the transfer of funds from the Sales Tax Fund in the amount of \$15,000 for the increase in costs incurred for the stone work on the east elevation of the Administration Building in 2012.

A motion was made by Hoelzel and seconded by Nelson to approve and recommend the resolution to the County Board for a Sales Tax fund transfer for the increased costs of \$15,000 for the 2012 Administration Building stone project as presented. Motion carried.

Russ Freber presented a proposal from Facility Engineering in the amount of \$12,956 for the design, bidding, and construction administration services for the roof repairs of the Human Services North building. Funds will be placed in the budget to repair one section at a time over the next five years.

A motion was made by Mattson and seconded by Nelson to approve the proposal from Facility Engineering with the stipulation the \$12,956 includes the cost of services for the entire five year project. Motion carried.

Russ Freber presented a request and design layout from Master Gardeners to landscape the section in front of the U.W. Extension Department between the sidewalk and the building on the east side of the Administration Building. They will be responsible for all of the care and maintenance of this section. The Maintenance Department offered to donate \$500 from their budget for this project.

A motion was made by Nelson and seconded by Marose to approve the request from the Master Gardeners as presented and approve a one-time donation of \$500 from the Maintenance Department budget. Motion carried.

An update was given on the Human Services North Renovation project. Demolition of the sinks, toilets, and counters is being done by the Maintenance staff and Highway Department staff. The asbestos

contractors are also on site. Opening of the bids took place earlier this afternoon with bids coming in favorably. The Human Services North committee will review the bids on January 10, and make their recommendation to the County Board on January 15.

Russ Freber reported all the paperwork has been submitted to the Emergency Management Department for reimbursement from FEMA for labor and equipment usage during the December snowstorm.

Next meeting: Wednesday, February 6, 2013 at 8:00 a.m. in Room 1A on the first floor of the Administration Building.

Adjournment: There being no further business to come before this committee, a motion was made by Hoelzel and seconded by Nelson to adjourn the meeting at 2:56 p.m. Motion carried.

Respectfully submitted,

Clem Hoelzel, Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.