

Juneau County
Building Committee Meeting
August 13, 2019
Third Floor Maintenance Office

PRESENT: Lynn Willard, Chairman, Ray Zipperer, Representative Al Manna and Dawn Bucholz. Absent Ken Schneider.

1. CALL TO ORDER

Meeting called to order by Lynn Willard, at 10:00 am.

2. MEETING AGENDA

Motion by Lynn Willard, second by Ray Zipperer to approve the Meeting Agenda as printed. Motion carried.

3. PREVIOUS MINUTES

Motion by Ray Zipperer, second by Lynn Willard to approve the minutes of the previous meeting. Motion carried.

4. VOUCHERS

Motion made to pay all vouchers by Lynn Willard, second by Ray Zipperer, motion carried. All other Vouchers approved for payment.

5. BED BUGS

There was discussion on bed bugs and a recent possible infiltration of bed bugs into the Services building. Al will check if maintenance can provide spraying an area when notified of an occurrence.

6. ADDITIONS TO AGENDA

BUILDING CAMERAS

Concern voiced on who should work on building cameras. Camera in question may have been under warranty and thought it would be better that the installer look at the camera. There is a question of who is responsible for maintaining the building cameras/system.

7. JAIL UPS

Discussion on quotes received, still need quote on electrical work.

8. 2020 BUDGET REQUESTS

- 1) DHS restroom door assists, denied from previous request made.
- 2) Tuck point and paint wall in HR. Will be completed in 2019.

9. FOLLOW-UP MAINTENANCE ITEMS

N/A

10. MAINTENANCE REPORT

- a. Ran a truck load of computer CPU's and scrap out to Manthey's salvage.
- b. Brought a truck load of computer monitors to clean sweep at Highway.
- c. Repaired, grouted and sealed loose floor tiles around a urinal at Parks.

- d. Repaired floor molding in the jail rec room.
- e. Cleaned carpet in Sheriff's reception area.
- f. Moved Maintenance equipment out of Parks cold storage garage into the new Maintenance garage. Have another large hydraulic leak on the Toolcat. Toolcat back at Midstate.
- g. Rebuild the 105° mixing valve for the jail showers.
- h. Mounted a coat hook on the door in each of the Services public restrooms.
- i. Mounted clocks in two meeting rooms and two lobbies in the Services building.
- j. Mounted one toy in three WIC clinic offices.
- k. Unclogged the drip pans on the Courthouse CBR air handler and Services IT room air handler.
- l. Pulled weeds in the beds around the Courthouse, Justice Center and Services buildings.
- m. Installed a new TV in F pod.
- n. Picked up branches around buildings from storm and took three truck loads to Lenoruds.
- o. Continue to move supplies and maintenance offices into the new maintenance area.
- p. Mounted kick plates on the door in each of the Services building restrooms.

11. TOPICS FOR NEXT MEETING

Walk through of door fob security.

12. SET NEXT MEETING DATE

The next meeting was set for **Friday, September 13th, 2019 at 8:30 am in the 2rd floor Maintenance office.**

13. Motion by Ray Zipperer, second by Lynn Willard to adjourn. Motion carried. Meeting adjourned at 11:05 am.

Respectively submitted,
Al Manna