

**Juneau County
Building Committee Meeting
July 14, 2017
Third Floor Maintenance Office**

PRESENT: Lynn Willard, Chairman, Ken Schneider, Ray Zipperer, and representative Al Manna.

1. CALL TO ORDER

Meeting called to order by Chairman, Lynn Willard, at 8:30 am.

2. MEETING AGENDA

Motion by Ken Schneider, second by Ray Zipperer to approve the Meeting Agenda as printed. Motion carried.

3. PREVIOUS MINUTES

Motion by Lynn Willard, second by Ken Schneider to approve the minutes of the previous meeting. Motion carried.

4. VOUCHERS

Motion made to pay vouchers by Ray Zipperer, second by Ken Schneider, motion carried. Vouchers approved for payment.

5. ADDITIONS TO AGENDA

Hickory water fountain, Slop rooms locked, Ray time off, Grounds use permits, and New building back up power.

5.1 Hickory water fountain

Al explained a Hickory water fountain required a part to fix it. He asked since the building will be gone in six months, should he buy the part. Response from the board was no. Motion carried.

5.2 Slop rooms locked

Al explained some departments are using slop rooms for brooms, water etc. He used Courthouse second floor slop rooms as an example. The second floor East slop room has access that may be a security/safety risk. It was decided to lock slop rooms. Al will get with ROD's and have them use the West slop room by the County Board room for water Motion carried.

5.3 Ray time off

Ray will be out for four to six weeks starting July 26. Al will have Custodian II change hours from 6:00am thru 2:30pm to 7:00am thru 3:30pm.

5.4 Grounds use permits

Permit issued to Mauston FFA and one to Juneau County Health Department

5.5 New building back up power

Al presented that in conversation with architect that there would not be back up power for the new building. He told architect there must be power for several reasons. This will be addressed in 7/18/2017 meeting.

6. COURTHOUSE VESTIBULE

Work will start Monday 7/17/2017. Maintenance is prepping area.

7. KUBOTA

Al went to Finance meeting and received approval to purchase unit. Building Committee gave approval to purchase unit.

8. MAINTENANCE REPORT

- a. Department had their annual blood borne pathogen training.
- b. Al attended Dalco training seminar in LaCrosse.
- c. Mauston fire department performed their bi-annual fire inspection of the Courthouse, Annex, Hickory, Justice Center, Jail and Jiffy buildings. There was one non-compliance in the Annex building for a loose electrical panel cover which was corrected.
- d. Hartford Steam Boiler inspected the Kewaunee boiler in the Courthouse.
- e. Replaced water bubbler with burnt out compressor in Courthouse basement with one from Annex.
- f. Trimmed trees on Oak Street and one on North Hickory Street.
- g. Removed all accessory wiring and camera from Toocat.
- h. Seeded IT entrance, vestibule area and two spots in front lawn of Courthouse.
- i. Spread weed and feed on the front lawn of Courthouse.
- j. Painted light pole bases in the Justice Center parking lot.
- k. Replaced solenoid pneumatic control for RTU 1 Annex.
- l. Replaced current switch relay for fan number 7 in Justice Center.
- m. Unloaded a large TV from truck and delivered it to IT.
- n. Repaired and patched cement on North East and North West front Courthouse entrance stairs.
- o. Painted walls and ceiling in Courthouse elevator, replaced light.
- p. Cleaned coils on Justice Center and Courthouse rooftops.
- q. Had sink hole dug out in Justice Center parking lot. Did not find anything. Put fabric and plastic down when hole was filled back in. Will have to watch.
- r. Moved 13 large boxes from the nurse's area to their third floor storages area in Courthouse.
- s. Unloaded a large TV stand from truck and delivered it to IT.
- t. Re-packaged refrigerator for ADRC. Loaded unit on truck.
- u. Painted exterior doors on third floor in Courthouse elevator.
- v. Waxed floors in Coroners area.
- w. Cleaned screens and windows in ROD area.
- x. Reworked a mixing valve for hot water in the jail.
- y. Assembled a heavy duty portable stand and mounted a large TV and Polycom unit on it for the Nurses.

9. TOPICS FOR NEXT MEETING

None

10. SET NEXT MEETING DATE

The next meeting was set for **Friday, August 11, 2017 at 8:30 am in the 3rd floor Maintenance office.**

11. Motion by Lynn Willard, second by Ray Zipperer to adjourn. Motion carried.

Meeting adjourned at 9:00 am.

Respectively submitted,
Al Manna