

**Juneau County  
Building Committee Meeting  
September 8, 2017  
Third Floor Maintenance Office**

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

**1. CALL TO ORDER**

Meeting called to order by Chairman, Lynn Willard, at 8:30 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 Lynn Willard, second by Ray Zipperer to approve the minutes of the previous meeting. Motion carried.

**4. VOUCHERS**

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

**5. ADDITIONS TO AGENDA**

None.

**6. FOLLOW-UP MAINTENANCE ITEMS**

**6.1 Alliant rate plans**

Al changed plans, done.

**6.2 Parks building insulation**

NTR.

**6.3 Special assessments**

Lori will address in budget hearing – tax deeded property.

**6.4 Courthouse Vestibule**

Al has tried several times to contact Randy. Have not received returned calls.

**6.5 Kubota**

Received, set up back up camera on unit. Loaned to Sheriff department for Los Dells event.

**7. MAINTENANCE REPORT**

a. Shampooed carpet in Courthouse Register of Deeds office.

b. Shampooed carpet in part of ADRC and the East entrance hallway of Annex.

c. Delivered tables to fair grounds for Health Department and retrieved them when fair was over.

d. Had Shred-It in to remove their cabinets and totes. Had Confidential Records in an hour later to install their cabinets and totes.

- e. Re-arranged Hickory garage to accommodate Kubota and attachments.
- f. Cleaned both North outside stair ways on the front of the Courthouse.
- g. Replaced worn out door closure arm in Huber A of the jail.
- h. Moved a file cabinet from DHS Hickory to Annex DHS.
- i. Had to go to Clerk of Courts to pump up the ball chair.
- j. Filled in sink hole in Courthouse lawn.
- k. Replaced a broken light switch in WIC office behind vaccine refrigerator.
- l. Replaced a broken toilet seat in the first floor Woman's restroom in Annex. A week later had to replace a broken off flush handle.
- m. Replaced down elevator call button on first floor of Courthouse.
- n. Removed a stuck open desk drawer in WIC and put it back on its track.
- o. Took another pick up load of shredding from Judges office and Veterans office to Lenorud's
- p. Finished replacing wire harnesses on Toolcat for salter and cameras. Drilled holes and mounted salter in box.
- q. Ran wiring and mounted a back up camera on the Kubota salter.
- r. Working a lot in the jail for the upcoming inspection replacing lights, reattaching a laminate strip to a counter, cleaning a slow drain, tightening screws on pencil sharpeners.
- s. Had the city required calibration of the 2" water meter in the Hickory building.

#### 8. MAINTENANCE BUDGET

Al presented 2018 budget to committee. Motion by Lynn Willard, second by Ray Zipperer to approve the 2018 budget. Motion carried.

#### 9. TOPICS FOR NEXT MEETING

None

#### 10. SET NEXT MEETING DATE

The next meeting was set for **Friday, October 13, 2017 at 8:30 am in the 3<sup>rd</sup> floor Maintenance office.**

11. Motion by Ray Zipperer, second by Lynn Willard to adjourn. Motion carried.  
Meeting adjourned at 9:20 am.

Respectively submitted,  
Al Manna