

Juneau County
Building Committee Meeting
August 10, 2018
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 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 all vouchers by Ken Schneider, second by Ray Zipperer, motion carried. All other Vouchers approved for payment.

5. ADDITIONS TO AGENDA

D&N JANITORIAL, SHERIFF HALLWAY

5.1 D&N JANITORIAL

Discussion on cleaning the Services building. Motion by Ken Schneider, second by Ray Zipperer to take this to Finance Committee. Motion carried.

5.2 SHERIFF HALLWAY

Al requested a quote to tile the Sheriff hallway. Committee discussed quote and would like this bided out for fiscal year 2019.

6. CUMMINS CONTRACT

Motion by Lynn Willard, second by Ken Schneider to accept proposal. Motion carried.

7. SEVERE WEATHER ALERT NOTIFICATION FROM DISPATCH TO SERVICES BUILDING

Committee reviewed proposal from PTI. After discussion, Al will check with PTI if this is the only way to do this.

8. 2019 MAINTENANCE DEPARTMENT BUDGET REQUESTS

Received two requests; One from the County Clerk to have carpet installed in the County Clerk/Treasurer area. One from Personnel to paint which was a duplicate from 2018 request. This is in process.

9. FOLLOW-UP MAINTENANCE ITEMS

N/A

10. MAINTENANCE REPORT

- a. Worked on massive air lock in Justice Center after capping water lines from Annex. Also had to rebuild a mixing valve to the jail showers. Do not know if this was related to air lock issue.

- b. Lost communication with Metasys system. Could not determine issue, had to call in JCI who found out a line had been cut and shorted out the NAE, blocking communication.
- c. Pulled weeds in flower beds, trimmed bushes, trimmed tree's and edged sidewalks around Courthouse and the Justice Center.
- d. Continue scraping and painting ceilings on second floor in the Courthouse.
- e. Finished tuck pointing and patching North East and North West Courthouse entrance stairs.
- f. Reattached ADA door opener arm in Justice Center main lobby entrance.
- g. Finished the maintenance part of the jail water proofing project.
- h. Moved AED in ADRC, patched and painted wall.
- i. Reattached fabric onto a chair in IT.
- j. Removed a monitor and bracket out of dispatch.
- k. Remounted the swing gate in UW Extension that came off the wall.
- l. Removed a key board tray and mounted a front panel on desk in Audit.
- m. Assembled and delivered a chair to new judge.
- n. Mounted a new stainless steel splash guard above the jail kitchen sink.
- o. Attached a stainless steel panel to door C in the Sheriff department.
- p. Cleaned windows, screens, blinds and polished woodwork in County Board room.
- q. Painted outside panel of West entrance to the Courthouse.
- r. Touched up and painted Courthouse elevator.
- s. Converted an office in the Sheriff's department to an evidence room.
- t. Patched and painted wall in Sheriff's reception area.

11. TOPICS FOR NEXT MEETING

None.

12. SET NEXT MEETING DATE

The next meeting was set for **Friday, September 14th, 2018 at 8:30 am in the 3rd floor Maintenance office.**

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

Meeting adjourned at 9:10 am.

Respectively submitted,
Al Manna