

Juneau County
Building Committee Meeting
September 14, 2018
Third Floor Maintenance Office

PRESENT: Lynn Willard, Chairman, Ken Schneider, Ray Zipperer, Bill Devine, Tim Cottingham, and Representative Al Manna.

1. CALL TO ORDER

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

2. MEETING AGENDA

Motion by Lynn Willard, second by Ken Schneider to approve the Meeting Agenda as printed. Motion carried.

3. PREVIOUS MINUTES

Motion by Ken Schneider, second by Ray Zipperer to approve the minutes of the previous meeting. Motion carried.

4. VOUCHERS

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

5. ADDITIONS TO AGENDA

D&N JANITORIAL, SPECIAL ASSESSMENT

5.1 D&N JANITORIAL

Discussion on cleaning the Services building. Motion by Ken Schneider, second by Lynn Willard to START THE SERVICE October 1st. Motion carried.

5.2 SPECIAL ASSESSMENT (Services Building)

Al will have put on October Finance Committee meeting to see how we will choose to pay.

6. ADRC DOOR OPENER

Will not be installed, policy is to escort people into secure areas.

7. ADRC HAND RAIL

Will not be installed, side walk leading to door entrance is a sidewalk not a ramp.

8. DISPATCH RESTROOM

Sink drain continues to get clogged with large food items. Lynn will address with Sheriff.

8. 2019 MAINTENANCE DEPARTMENT BUDGET REQUESTS

Received two bids for the tile replacement of the Sheriff hallway for 2019. The committee choose McKinney's low bid. This will be added to the 2019 Capital request.

9. FOLLOW-UP MAINTENANCE ITEMS

After discussion we would need the panel upgrade for the Services building in dispatch. Al is waiting for PTI on the Justice Center panel.

10. MAINTENANCE REPORT

- a. Had a Johnson Controls controller, module and a temperature sensor fail within a week and a half in the Justice Center. This caused no hot water, no warm air, and no cold air at different increments of the week. All parts are obsolete, however, are on order.
- b. Shampooed carpet in Clerk of Courts and Register of Deeds.
- c. Finished painting second floor hall ceiling, rooms 200C, 200C restroom, 204A and County Board Chairman's office.
- d. Delivered and picked up tables for the Health Department at the Juneau County Fair.
- e. Delivered a cabinet and several privacy blinds for the WIC Department to the Adams County WIC location.
- f. Painted room 205A in the Personnel office.
- g. Cleaned cell windows, pulled miscellaneous items out of cell ceilings, replaced burnt out light bulbs in the jail. Cleaned the ceiling in the jail kitchen for the jail inspection. Scraped graffiti etched into a cell floor and painted the floor.
- h. Replaced a broken fire sprinkler head in a cell that an inmate damaged.
- i. Removed the salter on the Kubota and lent the Kubota to the Sheriff department for grounds patrol at the Woodside music festival.
- j. Replaced the membrane around two roof drains on the South roof of old Courthouse.
- k. Cleaning up water in various places in the Justice Center. Vacuuming water, diverting water in the old Courthouse basement and on second floor.
- l. Installed awnings above communication racks in the ERU on second floor of the Justice Center.

11. TOPICS FOR NEXT MEETING

Severe weather notifications.

12. SET NEXT MEETING DATE

The next meeting was set for **Friday, October 12th, 2018 at 8:30 am in the 3rd floor Maintenance office.**

13. Motion by Lynn Willard, second by Ken Schneider to adjourn. Motion carried.

Meeting adjourned at 9:40 am.

Respectively submitted,
Al Manna