

Juneau County
Building Committee Meeting
January 10, 2020
Third Floor Maintenance Office

PRESENT: Lynn Willard, Chairman, Ray Zipperer, Chris Zindorf, 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 Ray Zipperer to approve the Meeting Agenda as printed. Motion carried.
3. PREVIOUS MINUTES
Motion by Ray Zipperer, second by Chris Zindorf to approve the minutes of the previous meeting. Motion carried.
4. VOUCHERS
Motion made to pay all vouchers by Lynn Willard, second by Chris Zindorf, motion carried.
All other Vouchers approved for payment.
5. ADDITIONS TO AGENDA
 - a. Discussion on Oak trees from the Parks department.
 - b. Discussion on request for supplying disinfecting wipes request.
 - c. Discussion on door 100B access.
 - d. Discussion on Annex and Hickory building schematics. Contact Historical Society or dispose.
6. JCI SERVICE PLAN
Proposal discussed and will go into a five year plan. Motion by Lynn Willard, second by Ray Zipperer
Motion carried.
7. UPS
The UPS has been ordered. I service proposal was discussed for two units. Al to have Audit contact the Sheriff to transfer funds from the jail to maintenance.
8. FOLLOW-UP MAINTENANCE ITEMS
Drug Court office in Jail; Wiring and computer lines ran. Done.
Sanitary line in kitchen; Kitchen cleaned and floor has been replaced. Done.
9. MAINTENANCE REPORT
 - a. Had a sprinkler line moved in the maintenance garage.
 - b. Replaced a steam trap cage element in Audit.
 - c. Hung plastic in the jail kitchen, escorted contractors repairing broken pipe under the floor in the jail kitchen. Removed plastic and cleaned the counters walls and floors. Tile has been replaced on the floor.
 - d. Re-mounted the toilet in dispatch restroom, turned water on in break room.
 - e. Made new skid plate runners for Toolcat snow blower.

- f. Repaired a floor buffer in the jail.
- g. Replaced a broken spring in the jail Huber B toilet flush button.
- h. Had the Maintenance garage door motor adjusted due to the motor running after the door closed.
- i. Repaired water leaks on one urinal and one toilet in the basement men's restroom and one in men's second floor of the Courthouse.
- j. Repaired broken auto-flush on urinal in the second floor men's restroom in the Justice Center.
- k. Ray, Randy and Al had LP change over training for the Justice Center.
- l. Rearrange cubical in LIO for new plotter.
- m. Drilled holes in cabinets in Branches 1 and 2 and ran wire and mounted camera for CCAP in Branch 1.
- n. Had PM's done on the Courthouse, Justice Center and Services building generators.
- o. Had the block heater replaced on the Justice Center generator.
- p. The department completed the annual safety and operating training on the Toolcat.
- q. Repaired and painted the walls behind the vending machines and placed a 4x4 behind the machines in the Justice Center.
- r. Removed and replaced the counter top and ran wires in the County Clerk/Treasurers area in the Courthouse.
- s. Repaired broken chair in dispatch with parts they had ordered.
- t. Removed graffiti in G pod shower.
- u. Ran computer cable in Dispatch for new camera, in Huber entrance for ATM, ran power and three computer cables to new drug court office in the jail.
- v. Replaced the auto faucet with a manual faucet in the dispatch restroom.
- w. The city performed a fire inspection of the Justice Center, Jail, Old Courthouse, Services, Parks and Jiffy buildings. There were two non-compliances, a fuel can was not stored in The fire safe. The Sheriff had this corrected. The Justice Center annunciator panel had a Trouble alarm, this was due to a smoke detector that was damaged in the jail and replaced. The panel had not had a chance to clear.

10. TOPICS FOR NEXT MEETING

None.

11. SET NEXT MEETING DATE

The next meeting was set for **Friday, February 14th, 2020 at 8:30 am in the 2nd floor Maintenance office.**

12. Motion by Lynn Willard, second by Ray Zipperer to adjourn. Motion carried. Meeting adjourned at 9:45am.

Respectively submitted,
Al Manna