

ROCK COUNTY, WISCONSIN



GENERAL SERVICES COMMITTEE Minutes – NOVEMBER 16, 2021

Call to Order. Vice-Chair Brien called the meeting of the General Services Committee to at 7:30 A.M., on Tuesday, November 16, 2021, at the 911 Communications Center.

Committee Members Present: Supervisors Wilson, Homan, and Brien.

Committee Members Absent: Supervisors Potter and Fox.

Staff Members Present: Josh Smith, County Administrator; Randy Terronez, Assistant to the County Administrator; Brent Sutherland, Facilities Director; Kathy Sukus, Communications Director; Terri Carlson, Risk Manager; and Dara Mosely, IT Deputy Director.

Others Present: Brian Zobel, UW Whitewater at Rock County.

Approval of Agenda. Supervisor Homan moved approval of the agenda, second by Supervisor Wilson. ADOPTED.

Public Comment. None

Approval of Minutes – November 2, 2021

Supervisor Wilson moved approval of the November 2, 2021 minutes as presented, second by Supervisor Homan.

Review of payments

The committee reviewed the payments.

Transfers

None.

Resolutions and Committee Action

Recognizing Delores Smith

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors at its regular meeting this day of , 2021, directs that a sincere expression of recognition be given to Delores Smith for her 31 years of service and expresses to her best wishes for the future.”

Supervisor Wilson moved approval of the above resolution, second by Supervisor Homan. ADOPTED.

Authorizing Approval to Double Fill Rock Haven Administrative Assistant Position for Facilities Management

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2021 does hereby approve and authorize double filling the Administrative Assistant position for Rock Haven.”

Supervisor Wilson moved approval of the above resolution, second by Supervisor Homan. Brent Sutherland spoke to this. He explained that this would allow Delores to train the new administrative assistant. ADOPTED.

Approval to move forward with the sale of parking lot space to neighboring property owner 1747 Center Avenue

Brent spoke to this. He explained that he wanted to come to the committee to get their approval before moving forward. He added that there is a gas station that would like to utilize these spaces that are usually unused at the Dr. Daniel Hale Williams Rock County Resource Center. Supervisor Homan asked why the County is also required to have parking areas that are unused. Brent explained that the calculation for parking spots is based a lot on storm water drainage.

Supervisor Wilson moved approval to move forward with the sale of parking lot space to neighboring property owner at 1747 Center Avenue, second by Supervisor Homan.

Reports, Updates, Discussion and Possible Action

Dr. Daniel Hale Williams Rock County Resource Center updates

Approval of Change Orders

None.

Sound issues

Brent reported to the committee that they had figured out what the issue was with the sound. He reminded them that sound was traveling when it should not be. Brent stated that in some areas, the ceiling plan did not match the schedule. To fix, they are gluing the correct tiling over the current tiling. He let the committee know that there will be a change order coming to committee for approval for this.

911/IT renovation updates

Schedule

Brent informed the committee that the bus stop behind the building will not be shut down during construction and the road to the stop will remain open during construction. He let the committee know that they are still on track for completion.

District Attorney renovation updates

Schedule

Brent informed the committee that phase 1 will be completed at the end of December. The furniture is delayed, so they will need to use temporary furniture.

Update on initiatives to improve access to current County bids

Brent informed the committee that he worked to make the bids easier to find on the Rock County website. Brent had IT move the link for bids to the homepage and to the Facilities

webpage to make bids easier to find. He also became a member of the Minority Contractors Association. He is also working with local contractors to make sure they are aware of bidding opportunities.

Communications, Announcements, and Information

Brent informed the committee that he has been asked to be on the UW-Whitewater Rock County Dean selection committee.

Supervisor Brien asked if Brent knew where the next meeting would be held. Brent responded that he would like the next meeting to be at the Dr. Daniel Hale Williams Rock County Resource Center (DWRC). The Sheriff's building would be after the DWRC. He asked the committee to let him know if there are others that they would like to see.

Building Tour

Kathy Sukus led the committee on a tour of the 911 Communications Center.

Adjournment

Supervisor Wilson moved adjournment at 8:44 A.M., second by Supervisor Brien. ADOPTED.

Respectfully submitted,

Haley Hoffman
Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE