

Juneau County
Building Committee Meeting
October 11, 2023
Second Floor Maintenance Office

1. CALL TO ORDER
Meeting called to order by Lynn Willard, at 8:30 am.
2. ROLL CALL
3 Present; Lynn Willard, Chairman, Mike Keichinger, second chair, Ray Zipperer. 0 Absent.
3. WAS THIS MEETING POSTED AS MANDATED
Yes.
4. MEETING AGENDA
Motion by Lynn Willard, second by Mike Keichinger to approve the Meeting Agenda as printed.
Motion carried.
5. PREVIOUS MINUTES
Motion by Ray Zipperer, second by Mike Keichinger to approve the minutes of the previous Meeting. Motion carried.
6. VOUCHERS
Motion made to approve vouchers by Mike Keichinger, second by Ray Zipperer, motion carried.
7. FOLLOW-UP MAINTENANCE ITEMS
 - JUSTICE CENTER RE-NAME SIGNAGE
To be installed October 12th.
 - BUILDING KEY(S) POLICY AND ADDITION TO PERSONNEL MANUAL
Policy to the Personnel Manual to be worked on by the law firm reviewing the Personnel Manual.
 - CLERK OF COURTS WORKSTATIONS
Work station changes have been completed.
 - SERVICES BUILDING NARCAN KITS AND STOP THE BLEED KITS
The three unit have been mounted in the Services building.
 - COURTHOUSE WATER
Purchased five filters. Two filters installed on the second floor bubblers.
8. GROUNDS USE PERMIT
Issued for a display on the Courthouse lawn by the Busy Bee 4H.
9. MAINTENANCE REPORT
Motion by Mike Keichinger, second by Ray Zipperer to approve the Maintenance report. Motion Carried.

10. POTENTIAL ITEMS FOR NEXT MEETING

Office space DHS.

11. SET NEXT MEETING DATE

The next meeting was set for **Wednesday, November 8, 2023 at 8:30 am in the 2nd floor Maintenance office.**

12. ADJOURN

Motion by Lynn Willard, second by Ray Zipperer to adjourn. Motion carried. Meeting adjourned at 9:25am.

Respectively submitted,
Al Manna