

Juneau County
Building Committee Meeting
September 13, 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 BY LAW

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 Mike Keichinger, second by Ray Zipperer to approve the minutes of the previous Meeting. Motion carried.

6. VOUCHERS

Motion made to approve vouchers by Ray Zipperer, second by Mike Keichinger, motion carried.

7. FOLLOW-UP MAINTENANCE ITEMS

JUSTICE CENTER RE-NAME SIGNAGE

Issues mounting lettering, breaking up concrete surface. Will have a face plate mounted and the lettering mounted to the face plate. Additional cost taken to finance and approved. Contacted supplier to proceed with this process.

SERVICES BUILDING ART WORK ON WALLS

Policy to be worked on by Corporation Council, Human Resources and Building and Grounds.

DOOR/BUILDING SIGNAGE 1ST AMENDMENT AUDITORS

Signs installed on second floor. Will work with first floor departments for sign location. Suggested to hang a sign from the ceiling by IT. AI will work with the medical examiner in his sign location.

WIL-KIL BED BUGS

AI discussed Maintenance performing an internal treatment. Health, DHS and ADRC will be sent the SDS for the current product being used. They will come up with an internal policy for this.

BUILDING KEY(S) POLICY AND ADDITION TO PERSONNEL MANUAL

Policy to be worked on by Corporation Council, Human Resources and Building and Grounds.

8. EXTREME WEATHER RESPONSE

Motion by Mike Keichinger, second by Ray Zipperer to approve setting up a table on extreme heat or

cold days, offering water and cooling towels or hot water and hand warmers. Motion Carried.

9. COURTHOUSE WATER

After discussion, will look into filters for the second floor bubblers. Will take samples of water for testing and work with the Health department.

Lynn Willard exited at 10:00am.

10. MOTION TO GO INTO CLOSED SESSION FOR 2024 BUDGET/BUDGET REQUESTS

Motion by Mike Keichinger, second by Ray Zipperer to go into closed session. Motion Carried.

11. MOTION TO RECONVENE FROM CLOSED SESSION

Motion by Ray Zipperer, second by Mike Keichinger to reconvene from closed session. Motion Carried
Motion by Mike Keichinger, second by Ray Zipperer to approve the Maintenance budget and take to Finance Committee. Motion Carried.

12. MAINTENANCE REPORT

Motion by Mike Keichinger, second by Ray Zipperer to approve the Maintenance report. Motion Carried.

13. POTENTIAL ITEMS FOR NEXT MEETING

None.

14. SET NEXT MEETING DATE

The next meeting was set for **Wednesday, October 11, 2023 at 8:30 am in the 2rd floor Maintenance office.**

15. ADJOURN

Motion by Ray Zipperer, second by Mike Keichinger to adjourn. Motion carried. Meeting adjourned at 11:40am.

Respectively submitted,
Al Manna