

BUILDINGS & GROUNDS COMMITTEE MINUTES
Committee Room #1, Second Floor, Oneida County Courthouse
Monday, February 19th, 2018 9:30 a.m.

COMMITTEE MEMBERS PRESENT: Billy Fried/Chairman, Lance Krolczyk, Greg Oettinger and Bob Metropulos

COMMITTEE MEMBERS ABSENT: Scott Holewinski (Excused)

ALSO PRESENT: LuAnn Brunette, Paul Jensen, Leonard Allen, Ruth Spray (Buildings & Grounds); Lindsey Kennedy (Labor Relations/Employee Services); Kevin Boneske (Rhineland Star Journal)

CALL TO ORDER

Chairman Fried called the Buildings & Grounds Committee to order at 9:31 a.m. in Committee Room #1 of the Oneida County Courthouse. This meeting has been properly posted in accordance with the Wisconsin Open Meeting Law and complies with the Americans with Disabilities Act.

APPROVE AGENDA

Motion by Metropulos to approve the agenda. Second by Oettinger. All members present voting 'Aye'. Motion carried.

APPROVE MINUTES

Motion by Fried to approve the January 29th, 2018 minutes. Second by Metropulos. All members present voting 'Aye'. Motion carried.

BILLS, VOUCHERS, BLANKET PURCHASE ORDERS, LINE ITEM TRANSFERS

Copy of bills, vouchers, blanket purchase orders, line item transfers passed around to committee members. Brunette presented information for the Committee's review. Motion by Fried to approve the bills and blanket purchase orders as presented. Second by Krolczyk. All members present voting 'Aye'. Motion carried.

EMPLOYEE SERVICE AWARDS

Brunette presented the following Building and Grounds employees with service awards and recognized the County's gratitude for all their hard work:

- a) Leonard Allen- Maintenance Technician presented with 15 year service award.
- b) Paul Jensen- Assistant Maintenance Technician presented with 5 year service award.
- c) Ruth Spray- Cleaning Technician presented with 5 year service award.

UPDATE/ACTION ON BUILDINGS & GROUNDS PROJECTS/ACTIVITIES

a) **Law Enforcement Center hot water heaters:**

Brunette presents overview of hot water heater replacement progress. All heaters have been installed and are operational.

b) **Clarification on elevator/single point entry study:**

Representative from Venture Architects phone conferenced during the committee meeting to discuss quote for study. Cory Beyer, Architect with Venture Architects explained to the committee members the proposed scope of the study they would offer would include a site investigation and review the feasibility of adding a secure entrance and elevator to the existing Oneida County Courthouse. Venture Architects will include three (3) site visits: one (1) for

field investigation and to discuss with staff their ideas, one (1) visit for presenting options, and one (1) for presentation of final scheme and construction cost budget for selected design. Beyer stated that Venture Architects would honor the quote that was provided to Oneida County back in August 2017 at a fixed fee of \$8,500 and additional service for as needed meetings in Rhinelander ADD/EACH Meeting \$1,500. Beyer stated that the time frame for the study would be approximately 9 weeks.

Brunette wants to go with Venture because they are familiar with the building and its historical significance. Metropulos recommended letting Venture Architects give the County their recommendation without the county putting in too many demands. Krolczyk stated that the County should provide Venture Architects with a list of items that should be considered. Fried suggested doing a visit to other courthouses that have already established a single point of entry and would also like the sheriff's input on the security aspect of the project.

Motion by Fried to formally approve entering into contact with Venture Architect. Second by Metropulos. All members present voting 'Aye'. Motion carried.

c) Project list and projection timeline:

Brunette reviewed current projects listed on handout provided to Committee for review. Brief discussion held.

NON-BUDGETED ITEM REQUEST

None

PUBLIC COMMENT

None

ITEMS FOR NEXT AGENDA

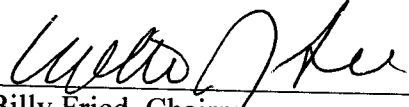
- Bid opening
- Schedule preliminary meeting with Venture Architects

FUTURE MEETING DATES

March 26th, 2018 at 9:30 am

ADJOURNMENT

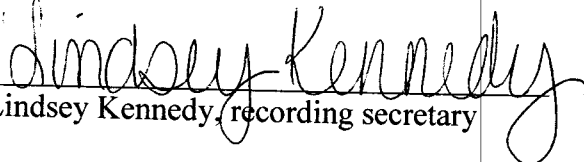
Motion by Metropulos to adjourn meeting. Second by Oettinger. All members present voting 'Aye'. Motion carried. Meeting adjourned at 10:17 a.m.



Billy Fried, Chairman

3/26/18

Date



Lindsey Kennedy, recording secretary

3/23/18

Date