

Oneida County Buildings & Grounds Committee Meeting
May 24, 2016
Minutes

Committee Members present: Billy Fried, Lance Krolczyk, and Bob Metropulos. Scott Holewinski excused.

Department Staff: LuAnn Brunette (Facilities Director) and Bruce Stefonek (Assistant Facilities Director).

Others Present: Lisa Charbarneau, Dan Gleason and Daleth Mountjoy (Lakeland Times/Northwoods River News).

Call to order

Committee Chair Billy Fried called the meeting to order 9:30 a.m. in Committee Room 1 on the second floor of the Oneida County Courthouse noting they would be working from an amended agenda and the meeting was properly posted and mailed in accordance with the Wisconsin Open Meeting law and was ADA compliant. Fried commented Scott Holewinski was excused.

Approve agenda

Motion to approve the amended agenda by Lance Krolczyk, second by Bob Metropulos. All ayes; motion passed.

Approve minutes from the April 6, 2016 joint committee meeting and the May 2, 2016 committee meeting

Motion to approve the minutes from the April 6, 2016 joint committee meeting and the May 2, 2016 committee meeting by Fried, second by Krolczyk. All ayes; motion passed.

Bills, vouchers, blanket purchase orders, line item transfers

LuAnn Brunette stated copies were emailed to the committee members confirming there was nothing outside of the normal operation. Brunette informed the committee they purchased 2 zero-turn mowers from Bob's Power Center; one for each the LEC and the courthouse which will allow the Kubota tractor to be stored for the summer saving wear and tear. Brunette noted the AVI Systems bill was for the \$2,000 block of prepaid service and the recertification cost from Polycom for court video conferencing. Motion to approve the bills, vouchers, blanket purchase orders, and the line item transfers by Fried, second by Metropulos. All ayes; motion passed.

Closed session: It is anticipated that a motion will be made, seconded and approved by roll call vote to enter into closed session pursuant to Section 19.85(1)(c), "considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility" Topic: Assistant Facilities Director position

Motion to enter into closed session at 9:36 a.m. by Krolczyk, second by Metropulos. Roll call vote with all present voting in the affirmative.

Return to open session

Motion to return to open session at 10:04 by Metropulos, second by Krolczyk. Roll call vote with all present voting in the affirmative.

Announcement from open session (if any)

Fried reported there were no motions made during the closed session.

Mileage and per diem for Chairman's attendance at meetings/interviews

Fried reported he asked that this item be added because he drove to Rhinelander to the city hall for a meeting concerning the storm water runoff issue and was looking to get mileage and per diem, and for the 7 hours spent at interviews on the previous Friday. Fried added these are normal reimbursements and he just wanted to inform the committee and make sure he had the committee's approval. Motion to approve the mileage and per diem for the Chairman's attendance at meetings with the city and interviews by Krolczyk second by Metropulos. All ayes; motion passed

Updates and possible action on Buildings & Grounds projects/activities

a. Heating/cooling/dehumidifying Liebert Unit replacement – ITS data center

Brunette stated the installation is complete and the unit is operating. The data center is very cool and not humid and the old unit is set up as a backup and connected to the generator in the event of a loss of power. The day of the change the temperature was up to 80 degrees but as soon as the new unit was turned on the temperature dropped.

b. Video surveillance cameras

Brunette reported the Phase 2 part of the cameras is the indoor cameras and the two cameras that will be mounted to the light poles out front once obtained. Johnson Controls will be here on the following day to start the installation process on the interior cameras.

c. Court video conferencing

The \$2000 prepaid block and recertification for Polycom was paid. There are problems at the jail and the courtroom. Brunette stated she had leaned on AVI who is now leaning on Polycom to get all of the updates noting they expedited the check so that the fixes scheduled for May 31st should be done by June 1st.

d. Jail shower recoating

Brunette reported she had been working on the RFP with the jail captain Mark Neuman regarding the recoating the showers within the jail area noting the project cost of \$120,000. Now that state inmates may be housed at the LEC there may not be enough room to accommodate the movement and may have to put it on hold and have the money roll forward to next year's budget.

e. UW leased space/workplace environment

Brunette stated she sent an email just that morning that was initiated by Supervisor Mott with a list of questions sent to both her and Brian Desmond, some of which have been answered by Joe Brauer. Brunette stated basically what the UW staff, through the state office and their committee has decided is that the cost to have an outside engineer look at the fixes that have been proposed by RCAD as well as the state hygienist is more than what they want to invest in that leased space. They want to start a discussion about moving forward with finding different leased space for those offices. Brunette added she did not receive the initial email because of the change to internet providers and IT is looking into why she did not. Brunette stated she spoke with Brian Desmond who will do some research as to how this should take place, which committees are in charge of it, and who make those decisions adding it will be on the following days LRES agenda. Fried explained since LRES authorized the contract with the UW Extension they were going to ask that this be a discussion for Admin so to give direction to this department as to what they want them to do, what money is available and what are the options that are available. Fried noted Admin would be a good fit because Mr. Mott is on that committee along with Mr. Jensen, Mr. Cushing, Mr. Hintz and Fried himself. The committee discussed the contractual obligations of the county, the history of the issues with the space,

additional options and potential concerns in the future. Fried stated there needs to be definitive direction adding it's important to resolve those issues for those workers. Brunette stated Supervisor Mott's email has gotten Desmond looking at the code for who is responsible for making those decisions. Fried stated all supervisors should be aware of the questions being asked and what options are available.

Non-budgeted item requests

None

Public comment

None

Items for next agenda

Update to the committee on the hiring and the schedule for transition period, UW Extension update, review of last year's goals for upcoming budget.

Future meeting date

Monday, June 6, 2016 9:30 a.m.

Tuesday, July 5, 2016 9:30 a.m.

Monday, August 1, 2016 9:30 a.m.

Tuesday, September 6, 2016 9:30 a.m.

Monday, October 3, 2016 9:30 a.m.

Monday, November 7, 2016 9:30 a.m.

Monday, December 5, 2016 9:30 a.m.

Adjournment

Motion to adjourn at 10:25 by Krolczyk, second by Metropulos. All ayes; motion passed.



Billy Fried, Chairman



Dan Gleason, Recording Secretary