

Oneida County Buildings & Grounds Meeting
Tuesday November 4, 2014, 9:00 a.m.
County Board Room, Second Floor
Oneida County Courthouse
Rhinelander WI, 54501

Committee Members present: Billy Fried—Chairman, Lance Krolczyk, Bob Metropulos and Alex Young. Excused Greg Oettinger.

Department Staff: LuAnn Brunette—Facilities Director/Buildings & Grounds, Bruce Stefonek—Assistant Director/Buildings & Grounds.

Others Present: Dan Gleason.

Call to order: Chairman Fried called the meeting to order noting it is in accordance with the Wisconsin Open Meetings Law.

Approve agenda: Motion by Metropulos to approve agenda, seconded by Krolczyk. All ayes; motion carried.

Bills, vouchers, and blanket purchase orders, line item transfers: Brunette commented that the bill from Fluid Handling is charges that are a part of the ongoing boiler installations. Motion to approve Bills, vouchers, blanket purchase orders, line item transfers by Krolczyk, second by Metropulos. All ayes; motion carried.

Updates on Buildings & Grounds projects/activities:

- a. **Courthouse boiler project:** Brunette stated Hurkman continues to be on site with the first boiler installed, started hooking up the second boiler and replacing the flue on the chimney. Stefonek stated that 2 of the boilers have been installed and 1 has been functioning for almost 2 weeks. Brunette stated that she had been happy with the work so far but will not release payment until the project is complete. Stefonek commented that Automated Logic would be at the courthouse later in the week to make sure the control of the boilers is working correctly. Brunette added they will also be working on the air exchanges to reduce the amount of air exchanged when the building is not occupied. Work on a resolving a harmonic squeal continues and will likely be resolved when a new part arrives. Fried stated there should be a second opinion of the installation and a full understanding of how to service so as not to void the warranty.
- b. **Courthouse exterior stone work:** Brunette stated the contract was reviewed and signed the changes that were required for the insurance requirements. Started removing the stones yesterday and found that is all stonework and masonry so they will drill and pin the stones into place ensure the stone do not move. Problems were found with the balcony on the north side of the building and will need to be addressed in the spring. The repairs are not to exceed \$19,500 with the stipulation that work will be done no later than June, 2015.
- c. **Health and aging roof edge extension:** Brunette stated she had contacted the city late last week and was told it was waiting for the approval of an inspector and once approved she would call with the amount of the check and the permit would be issued. Stefonek stated he would follow up on the permit, but we haven't lost any time yet.

- d. Truck purchase:** Brunette stated the truck has been order and Stefonek had been pricing plows. Stefonek commented he had one price of \$5,300 which he felt was really good price, but planned on checking with other venders.
- e. Department staffing:** Denny Strong will start on November 10th and another employee who has been off with a Workers Comp related injury will be returning also. Separately, Brunette commented on issues with carpeting not adhering to the floor of the courtroom but will be resolved before payment is made. Additionally, there are issues connecting to the internet with the Polycom in this building and IT has been brought in to address the problem.

FOCUS on Energy grant assistance for assessment of current HVAC systems at county facilities:

Brunette stated that after speaking with the representative from FOCUS on energy she was steered toward 2 firms that provide the assistance for the projects. Stefonek commented that he had been working with Nate Nygaard who provided references from past projects that saved a lot of money by working with FOCUS on energy, adding they are working on developing their proposals which can then be brought before the committee. Fried asked if a second proposal from a different source should be obtained so the committee would be able to compare the proposal. Stefonek stated that this company would provide a comprehensive proposal that would include cost and savings from each area. Fried stated although the HVAC at the health and aging building is a priority, the LEC might be addressed first. Brunette stated the cost and payback of each project will need to be evaluated to decide how to move forward.

Non-budgeted item request: None

Public comment: None

Items for next agenda: Continue to update on projects, the FOCUS on Energy grant assistance, and video surveillance.

Scheduled future meeting date(s): December 2, 2014 9:00 am

Adjournment: Motion to adjourn by Metropulos, second by Young. All ayes; motion carried. Meeting adjourned at 9:40 a.m.

Billy Fried, Chairman

Dan Gleason, Recording Secretary