

Oneida County Buildings & Grounds Committee Meeting  
Committee Room #1, Second Floor  
Oneida County Courthouse, 1 S. Oneida Avenue, Rhinelander  
Monday, December 14, 2015, 9:00 am

**Committee Members present:** Billy Fried—Chairman, Lance Krolczyk, Scott Holewinski, and Greg Oettinger.

**Department Staff:** Bruce Stefonek—Assistant Director/Buildings & Grounds.

**Others Present:** Lynn Grube and Dan Gleason.

**Call to order**

Chairman Billy Fried called the meeting to order 9:00 a.m. noting that the meeting had been properly posted and was in accordance with the Wisconsin Open Meeting Law.

**Approve agenda**

Motion to approve the agenda by Lance Krolczyk, second by Scott Holewinski. All ayes; motion passed.

**Approve minutes from committee meeting dated November 17, 2015**

Motion to approve the minutes by Holewinski, second by Krolczyk. All ayes; motion passed.

**Bills, vouchers, blanket purchase orders and line item transfers (if any)**

Bruce Stefonek stated the bills were all paid and up to date, however, could not be printed and would be provided to the committee at the next meeting.

**Law enforcement center large garage door opener**

Stefonek told the committees there are 2 speed doors and the coil spring on one broke. It would take 5 to 6 weeks and \$9,300 to fix it. They also have 3 bids starting at \$17,917 and 2 higher bids for a new door. Stefonek provided the specifications of the door adding the door is rated for 150,000 openings and there are currently 177,000 opens on it; the other door has 138,000 openings but still works. The new doors are rated for 500,000 openings. Stefonek stated he spoke with the Finance Director and was told there was money in the Contingency Fund for the new door with bids ranging from the \$17,917 to \$24,056. The committee discussed the advantages of purchasing the new door rated for 500,000 openings versus repairing the old rated for 150,000 openings and other potential options. Motion to move ahead with the new door for \$17,917 by Holewinski, second by Oettinger. Stefonek stated it would take 3 to 4 weeks for the new door, although the current door can be opened by hand and both he and Troy Huber are on call in the event it needs to be opened. Holewinski questioned if it would make sense to purchase a second door now so when the other fails there would not be the 3 to 4 week wait. Stefonek stated the county did not have the room to store another door but the vendor may store it for them. Fried recommended exploring other options given the cost. The committee questioned the need to use a speed door and discussed its potential advantages and cost differential between the high speed and regular coil door. Fried recommended holding off on the vote and moving onto the next agenda item.

**Updates and possible action on Buildings & Grounds projects/activities**

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

Stefonek stated Corporation Counsel has recommended advertising it as a class 1 legal notice and running it twice which has been done. Stefonek commented there was \$60,000 budgeted; the unit cost is just less than \$25,000, \$6,000 to install and \$2,500 for the electrical. They would like to use the old unit as back-up which will result in additional wiring cost. The compressor sits on the roof and there are line leaks that can't be found that result in an annual cost of \$2,000. Stefonek questioned if the compressor should be moved to the ground making it easier to service. Stefonek stated there was \$60,000 budgeted and should be done for \$50,000. The committee discussed the costs associated with relocating the compressor to the parking lot area, the benefit of utilizing the old unit as backup and the air exchange process for the room. Stefonek told the committee he would get prices on the cost to move the compressor if the old Liebert unit would be used as a back-up. Motion to instruct the Buildings & Grounds department to set the units on the ground and use the old unit as a back-up as discussed and stay within budget, second by Oettinger. All ayes; motion passed.

**b. Social Services bathroom renovation**

Stefonek stated LuAnn Brunette had a couple small bills that would be brought to the next meeting.

**c. Video surveillance cameras**

Stefonek reported to the committee five of the cameras are installed and the remaining cameras are to be installed in higher places. Stefonek stated they would like to install and monitor at the same time which reverts back to the server; the server was ordered, all parts were in and they were working on building it when the other servers went out. Stefonek asked if the committee would want to consider paying someone to build the new server because IT is so busy right now working on the servers that went down. Holewinski commented that there haven't been cameras installed previously, so the cameras could wait. Stefonek stated they were concerned because the company has not been paid but they want to be sure the cameras worked before making payment. Holewinski recommended offering a partial payment until the cameras are working and asked Stefonek to find out when the warranty period begins. Lynn Grube informed the committee the ITS department has had to deal with some extraordinary events; they worked the weekend and nights and for the last 4 or 5 days and have it all up and working but it is not really finished. The vendors were here to add 2 more back-up servers to the grid when they lost the 2 motherboards. The outside firm that wrote the instructions (cookbook) to build the server is on site and would have been involved in order to change the instructions to work with the new server as part of the project. It would take her approximately 15 hours to build the server at a cost of about \$2,250 and anticipate completing the server two weeks after beginning. Grube estimated if ITS builds the server it would likely be done in less than a month but added the SAN would take additional time to build since it is an entirely new set of instructions. Fried expressed concern that if the server takes closer to 2 months then there are in the heart of winter. Grube added this is new technology and, in her opinion, it would be money well spent since it's different, larger and works in tandem with the SAN adding it would be different had they not had the events of the last two weeks. Motion to spend the extra money to pay them to program the server and san to help out the ITS Department by Krolczyk. Second by Fried. Holewinski expressed concern that this was originally to be done in-house and is now being considered to be hired out; noting this was the reason the county has staff. Grube responded that this is a complicated system and stated it was the 121 day requirement that complicated the process. Fried commented if the motion was defeated now it could be reconsidered once they know if the money is in the camera budget. Roll call vote;

Krolczyk-no, Oettinger-yes, Holewinski-no, Fried-no. Motion defeated. Fried added that if the money is not there then the committee would like to know where the money is coming from.

**d. Health & Aging parking lot**

Stefonек stated there was nothing new to report adding the elevation shots taken prior and after demonstrated there was no drainage onto the neighboring property. The Highway Department did some patch work and dug a ditch and they will return in the spring to spread topsoil and seed.

**e. Airport air quality concerns**

Stefonек reported the airport has hired RCAD to install a fan to create positive pressure. The UW has someone coming from Madison to test the air quality again. Holewinski questioned if the testing had been approved from the UW's budget. Stefonек noted the previous testing had indicated there were no problems. Fried added the testing was done in the spring and summer and they would like to test in the fall and winter.

**f. UPS supporting ITS data center**

Stefonек updated the committee that the batteries have been installed in the UPS and everything is working.

**i. Pricing of power module**

Stefonек stated they originally received a quote of \$3,191; however, the price did not include installation for a total cost of \$4,573.39. Stefonек noted the units are price set, adding the owner of the company had come on his own and stayed until 9:15 PM to make sure everything was installed correctly. The unit is set up to use 12 KVA currently using 8 KVA so if something went wrong with one of the two modules they would be underpowered. They recommended adding another module to increase capacity to 15 KVA to make it a redundant system. Holewinski recommended getting another quote. Stefonек commented they would negotiate and check other prices but they are the factory sales rep and all sales go through them.

**g. UPS supporting dispatch**

Stefonек reported the batteries in the UPS and the LEC were 6 years old and new batteries have been ordered and installed. Grube stated how grateful she was to the committee regarding the installation of the unit is in 32 hours noting it is the perfect unit for the room. Stefonек stated the new unit is a modulating unit like the one at the LEC. The one it replaced was a smaller, less expensive unit. The unit at the LEC is 16 years old and should last an additional 4 or 5 years. Holewinski expressed his concern that once approved the ITS project cost seem to increase. Grube explained the importance of purchasing the correct pieces. Fried spoke to the importance of understanding the expenses in supporting the technology and investing in protecting it the correct way. Holewinski reaffirmed his concerns about paying for the servers to be built. Fried noted the frustration on the committee but they appreciated all the work that's being done and once they have the numbers for the proposed it will be reconsidered at that time.

**Human Service Center building repair**

Stefonек reported the project is complete with minor problems; moisture has gotten behind veneer brick because the grouting is cracked or missing and there is no gap. They are working to resolve.

**Non-budgeted item request**

None

**Public Comment**

None

**Items for next agenda**

Leibert unit, video surveillance, and power module.

**Future meeting date**

Monday, December 21, 2015 at 9:00am

Tuesday, January 12, 2016 at 9:00 am

**Adjournment**

Motion to adjourn by Oettinger, second by Holewinski. All ayes; motion passed.

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Billy Fried, Chairman

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Dan Gleason, Recording Secretary