

COUNTY FACILITIES COMMITTEE MINUTES
Oneida County Courthouse • County Board Room
Monday, March 9, 2026 • 8:15 a.m.

COMMITTEE MEMBERS PRESENT: Russ Fisher, Robert Almekinder, Robert Briggs, Billy Fried and Michael Tautges

ALSO PRESENT: Troy Huber, Lindsey Kennedy (Buildings & Grounds)

CALL TO ORDER

Chairman Fisher called the County Facilities Committee to order at 8:15 a.m. in the County Board Room at the Oneida County Courthouse. This meeting has been properly posted in accordance with the Wisconsin Open Meetings Law and complies with the Americans with Disabilities Act.

APPROVE AGENDA

Motion by Briggs to approve the agenda for today's meeting, with the order of items at the chair's discretion. Second by Tautges. All Committee members present voting 'Aye'. Motion carried.

PUBLIC COMMENT

No public present.

APPROVE MINUTES

Motion by Briggs to approve the minutes of the February 2, 2026, committee meeting. Second by Fried. All Committee members present voting 'Aye'. Motion carried.

REVIEW AND APPROVE 2026 ART FAIR ON COURTHOUSE LAWN – SATURDAY, JUNE 13, 2026

Huber stated that the annual Art Fair will take place on the Courthouse Lawn on Saturday, June 13, 2026, and asked the committee to approve use of the Courthouse grounds for the event.

Motion by Fried to approve the Art Fair on the Courthouse Lawn on Saturday, June 13, 2026. Second by Almekinder. All committee members present voted "Aye." Motion carried.

DISCUSSION OF TIMBER DRIVE FACILITY PARKING LOT REPAIRS

The committee reviewed photographs showing significant heaving in the Timber Drive Facility parking lot blacktop caused by frost heave and thaw cycles this winter. Huber met with City of Rhinelander Water Utility staff to confirm that no water main break contributed to the damage. The department noted that the facility and parking lot sit on a former swamp, which may contribute to the pavement deterioration.

The department explained that full reconstruction of the parking lot is scheduled as a 2027 Buildings and Grounds CIP project but requested guidance on whether to pursue an accelerated timeline due to the current condition. As a temporary measure, the department spread gravel over the most severely affected areas to maintain a smoother driving surface and prevent vehicle damage; however, snow removal may displace much of the material. The department obtained a preliminary estimate of approximately \$100,000 to repave the entire lot and has requested a formal bid for the project. The department noted that their Sidewalk and Blacktop continuing appropriation account contains approximately \$24,000, which could help fund the project, but Huber stated he wanted to reserve those funds for sidewalk repairs at the Law Enforcement Center, which also require attention due to frost damage.

Fried recommended against using the continuing appropriation funds for the parking lot project. The committee directed the department to obtain additional bids, contact the Highway Department to use a compactor to stabilize the temporary gravel surface, and explore opioid funding to support the project. The department will return this agenda item to the next committee meeting with the requested information.

REVIEW AND APPROVE OF OUT-OF-STATE TRAVEL FOR BUILDINGS AND GROUNDS EMPLOYEES TO ATTEND TRAINING AT SOUTHERN FOLGER DETENTION EQUIPMENT COMPANY IN SAN ANTONIO, TEXAS

Huber stated that this request involves training on jail lock mechanisms. The department would like to send two maintenance technicians to the training so they can handle lock maintenance and repairs in-house, as the current vendor has been unresponsive. The Sheriff supports the request, as outlined in the memo provided to the committee, and will cover the training costs. The committee briefly discussed scheduling and coverage while staff attend training. The department noted that the technicians would most likely attend the April session, which lasts four days, and other maintenance staff would cover their duties during that time.

Motion by Fried to approve out-of-state travel for two buildings and grounds maintenance staff to attend training at Southern Folger on the locks with funds to be covered by the Sheriff. Second by Briggs. All committee members present voted “Aye.” Motion carried.

REVIEW AND AWARD 2026 CIP PROJECT BIDS

a. ONEIDA COUNTY FIRE PANEL UPGRADES

Huber reported that the department received three bids for the project:

- SGTS Inc.: \$113,863.72
- Systems Technologies: \$459,000
- Van Ert: \$324,500

At the previous meeting, the committee postponed the award to allow the department to conduct additional research on the vendors and complete reference checks. Huber stated that after reviewing the bids, the department recommends awarding the project to Systems Technologies.

Huber explained that the other bids did not meet all requirements. Van Ert’s bid did not include a new panel for the Courthouse, proposing to repair the existing panel instead, and quoted a proprietary system, whereas the bid documents specified a non-proprietary system. SGTS Inc.’s bid was incomplete, did not specify component counts, and the vendor did not perform an in-person walkthrough of the facilities. Reference checks for SGTS Inc. raised concerns, as several organizations indicated they would not work with the vendor again. Huber noted that the low SGTS Inc. bid could lead to additional change orders, increasing costs and complexity.

The committee discussed the recommendation and acknowledged that Systems Technologies submitted the highest bid. Committee members expressed awareness that selecting the highest bid may raise questions but agreed that the other bids did not fully comply with the requirements outlined in the bid documents. Huber noted that the Systems Technologies bid remains approximately \$90,000 below the three-year project budget.

The project will proceed as a multi-year contract covering four County facilities: Timber Drive in 2026, Courthouse in 2027, and the Law Enforcement Center and Health & ADRC in 2028. Funding has been allocated as follows: \$50,000 for 2026, \$250,000 for 2027, and \$250,000 for 2028.

Motion by Almekinder to accept the bid from Systems Technologies for \$459,000. Second by Tautges. All committee members present voted “Aye.” Motion carried.

b. HEALTH AND ADRC FACILITY ROOF REPLACEMENT

Huber reported that four bids were received for the roof replacement project as follows:

- Wickman Construction for \$76,230

- Nasi Roofing for \$62,200
- Oneida Roof and Chimney for \$70,800
- C&C Services, LLC for \$76,158

Huber stated that the department requested deferring the project bid award at the previous meeting to allow for a closer review of the bids, including warranties and materials quoted. Huber noted that Nasi Roofing would honor the 40-year manufacturer warranty and recommended that the committee accept their bid of \$62,200. The project budget is set at \$78,000.

Motion by Briggs to accept the bid from Nasi Roofing for \$62,200 for Health and ADRC facility as presented. Second by Almekinder. All committee members present voted “Aye”. Motion carried.

UPDATES ON KOINONIA FACILITY MAINTENANCE

The Buildings and Grounds Department compiled quotes and a priority project list for the Koinonia Residential Treatment Center at the request of County leadership. The committee reviewed the information and discussed the projects. The committee directed the department to forward the information to the Executive Committee for review and prioritization, which will then return it with direction on which projects should move forward.

Informational Only.

REQUEST FOR LTE CLEANING TECHNICIAN POSITION

The committee received a fiscal impact statement and memo outlining the request. The memo explained several factors prompting the request, including increased PTO usage, which requires remaining staff to assume additional responsibilities, causing fatigue and hesitation to take earned leave. The request also addresses a planned 2026 retirement, with the additional staff member supporting cross-training at the Law Enforcement Center to ensure continued service. A recently retired cleaning technician expressed interest in the position, eliminating the need for additional training or background clearance. The department noted the request remains modest, and the current budget can cover the wages without requesting additional funds.

Motion by Briggs to approve the LTE Cleaning Technician position not to exceed 150 hours and forward to the Executive Committee. Second by Tautges. All committee members present voted “Aye.” Motion carried.

4TH QUARTER 2025 WORKERS COMP REPORT

The committee reviewed the 4th Quarter 2025 Workers’ Compensation report. The department had one claim on the report, which the committee discussed.

Informational Only.

UPDATES/ACTION ON BUILDINGS & GROUNDS PROJECTS/ACTIVITIES

- LEC COOLING TOWER REPLACEMENT:** Bid awarded to Tweet-Garot Mechanical for \$234,725. Cooling tower ordered with expected delivery in May. Project may begin in May or be postponed to fall to avoid interrupting jail cooling operations.
- MONICO TOWER SITE GENERATOR REPLACEMENT:** Bid awarded to Van Ert Electric Company for \$9,475 for installation. Department has ordered the generator from Cummins; installation will begin once it is received.
- MAINTENANCE PLOW TRUCK:** Bid awarded to Brickner Motors Little Chicago for \$52,333. Department submitted the \$2,095 initial destination fee per dealer policy for ordered units.
- FIRE PANEL UPGRADES (MULTIPLE FACILITIES):** Reviewed earlier in the meeting under ‘Review and Award 2026 CIP Project Bids.’

- e. **PH/ADRC ROOF REPLACEMENT:** Reviewed earlier in the meeting under ‘Review and Award 2026 CIP Project Bids.’
- f. **EXTERIOR PAINTING OF PH/ADRC FACILITY:** No bids accepted; all bids exceeded budget. Project deferred and will be resubmitted with a revised budget for a future year.

INVOICE PAID REPORT

The department presented the January and February 2026 invoices paid report to the committee for review and explained the larger expenses.

Informational Only.

BUDGET/ACTUAL REPORT

The committee reviewed the 2025 budget and the 2026 year-to-date budgets.

Informational Only.

NON-BUDGETED ITEM REQUEST

None.

ITEMS FOR NEXT AGENDA

- Discuss process for accessing and reviewing artifacts in the Courthouse crawl space
- Review and discuss modification to bid documents

FUTURE MEETING DATE(S)

- Monday, April 13, 2026 at 8:15 a.m.

ADJOURNMENT

Fisher adjourned the County Facilities meeting at 9:29 a.m.

/s/Russ Fisher
Russ Fisher, Chairman

04/13/2026
Date

/s/Lindsey Kennedy
Lindsey Kennedy, Recording Secretary

04/13/2026
Date