

COUNTY FACILITIES COMMITTEE MINUTES
Oneida County Courthouse • County Board Room
Monday, April 13, 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 Tautges to approve the agenda for today's meeting, with the order of items at the chair's discretion. Second by Briggs. All Committee members present voting 'Aye'. Motion carried.

PUBLIC COMMENT

No public present.

APPROVE MINUTES

Motion by Tautges to approve the minutes of the March 9, 2026, committee meeting. Second by Briggs. All Committee members present voting 'Aye'. Motion carried.

REVIEW AND DISCUSSION ON BID DOCUMENTS

Huber stated that he would like the bid documents simplified and noted that the current requirements are excessive. He suggested providing only the scope of work at the time of bidding and issuing additional documentation upon award. Kennedy expressed concern that this approach could appear misleading and stated that bidders should receive both the scope of work and the contract upfront so they understand the requirements before submitting a bid.

The committee discussed the matter. Fried stated that different projects might warrant different requirements based on their scope and complexity. Almekinder questioned the need for a bid bond in addition to contractor insurance and stated that the insurance requirements should provide sufficient protection.

The committee directed Huber to gather bid document examples from other counties and present them for further review.

REVIEW AND DISCUSSION ON COURTHOUSE PLASTER REPAIRS

Huber stated that areas in the rotunda require plaster repair due to water damage. He explained that he delayed repairs until crews completed the roof work and confirmed that the roof no longer leaks. Fisher directed Huber to obtain a more detailed scope of work, noting that the proposal lacked sufficient detail and the committee wants to ensure the work justifies the \$20,000 cost. Fried asked which account would fund the project, and Huber stated that funds would come from the Major Maintenance/Minor Renovation account.

Motion by Almekinder to accept the bid contingent on the scope of work matching the required repairs and to forward to the Executive Committee to review funding options, including possible Opioid settlement funding. Second by Briggs. All Committee members present voting 'Aye'. Motion carried.

DISCUSSION AND POSSIBLE ACTION REGARDING SEPTIC SYSTEM REPLACEMENT AT THE RIVER STREET STORAGE BUILDING

Huber provided background on the River Street Storage building and reported that the septic system at the site had collapsed. He stated that Planning and Zoning advised the system is likely a grandfathered system, which is why the County did not receive notifications for system maintenance requirements. He noted that the system now requires replacement and that the department received quotes from Howard Brothers and A-1 Septic and awaited a quote from Tweet Garot.

The committee discussed options for installation, including concrete and plastic holding tanks. Briggs recommended a concrete tank, especially if vehicles will drive over the area.

Motion by Almekinder to replace the holding tank with a concrete one, not to exceed \$9,200. Second by Briggs. All committee members present voted "Aye." Motion carried.

DISCUSSION AND POSSIBLE ACTION ON POLICY/GUIDANCE FOR THE REMOVAL AND INVENTORY OF HISTORIC ITEMS LOCATED IN THE COURTHOUSE CRAWLSPACE

Fisher stated that Steven Schreier would like to speak on the matter and include local historian Kerry Bloedorn. He requested that the committee defer the item to the next meeting.

Fried stated that the committee should first discuss the matter internally before meeting with the others to ensure alignment on direction. He asked whether the County currently has an ordinance that would allow staff to provide documents for review or scanning.

Briggs stated that the materials should qualify as open records and fall outside any applicable retention requirements. Huber stated that staff have not processed the items for many years and noted that a historian could inventory and organize the materials for public access. He suggested that staff could initially move the materials to the first-floor committee room for review and have a County staff member, such as Tracy Hartman, conduct an initial review. He also stated that the Courthouse crawlspace contains a mix of items, including both miscellaneous materials and historical items such as old ledgers.

Fried directed Huber to consult with Corporation Counsel and the County Clerk to determine whether they had any concerns with the request. The committee recommended that staff establish a timeline with Kerry Bloedorn at the next committee meeting to complete the material inventory.

DISCUSSION ON REPAIR TIMELINE AND FUNDING FOR TIMBER DRIVE FACILITY PARKING LOT REPLACEMENT

Huber stated that the parking lot deteriorated significantly over the winter and raised concerns about potential vehicle damage. He noted that spring thaw and the release of frost has improved conditions, but he still recommended the parking lot for repair.

Kennedy completed a request for Opioid Settlement funds for the project and submitted it to Finance and Corporation Counsel for review to determine eligibility. She also noted that the project appears on the 2027 CIP list and continues to be included for consideration.

Motion by Fried to submit for Opioid money request and forward to the Executive Committee for consideration. Second by Almekinder. All committee members present voted "Aye." Motion carried.

UPDATES/ACTION ON BUILDINGS & GROUNDS PROJECTS/ACTIVITIES

- a. **LEC COOLING TOWER REPLACEMENT:** No new updates.
- b. **MONICO TOWER SITE GENERATOR REPLACEMENT:** Waiting on material delivery.
- c. **MAINTENANCE PLOW TRUCK:** Anticipated delivery date of 04/15/2026.
- d. **FIRE PANEL UPGRADES (MULTIPLE FACILITIES):** Bid awarded to Systems Technologies for \$459,000. Notice of award has been filed, and the contractor is reviewing documents and ordering materials and supplies. The project will begin once materials are received.
- e. **PH/ADRC ROOF REPLACEMENT:** Bid awarded to Nasi Roofing for \$62,200. Notice of award has been filed, and the contractor is ordering materials and supplies. The project will begin once weather permits.
- 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 March 2026 invoices paid report to the committee for review and explained the larger expenses.

Informational Only.

BUDGET/ACTUAL REPORT

The committee reviewed the 2026 year-to-date budget.

Informational Only.

NON-BUDGETED ITEM REQUEST

None.

ITEMS FOR NEXT AGENDA

- Removal of the historic items from Courthouse Crawlspace
- Timber Drive Parking Lot Funding
- Courthouse Plaster Repair Funding

FUTURE MEETING DATE(S)

- Monday, May 4, 2026 at 8:15 a.m.

ADJOURNMENT

Fisher adjourned the County Facilities meeting at 9:19 a.m.

/s/Russ Fisher
Russ Fisher, Chairman

05/04/2026
Date

/s/Lindsey Kennedy
Lindsey Kennedy, Recording Secretary

05/04/2026
Date