

COUNTY FACILITIES COMMITTEE MINUTES
Oneida County Courthouse • Committee Room #2
Friday, October 6, 2023 • 8:15 a.m.

COMMITTEE MEMBERS PRESENT: Russ Fisher/Chairman, Billy Fried, Robert Briggs and Diana Harris

COMMITTEE MEMBERS ABSENT: Bob Almekinder

ALSO PRESENT: Troy Huber and Lindsey Kennedy (Buildings & Grounds); Steven Schreier (County Board Supervisor)

CALL TO ORDER

Chairman Fisher called the County Facilities Committee to order at 8:15 a.m. in Committee Room #2 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 Fried. All Committee members present voting 'Aye'. Motion carried.

PUBLIC COMMENT

No public comment.

APPROVE MINUTES

Motion by Briggs to approve the minutes from the September 5, 2023 committee meeting. Second by Harris. All Committee members present voting 'Aye'. Motion carried.

INVOICE PAID REPORT

Huber reviewed the invoices paid reports for the months of August and September 2023.

Informational Only.

BUDGET/ACTUAL REPORT

The department provided the committee with a copy of the year-to-date budget for review.

Informational Only.

2024 GARAGES CIP - SCOPE OF PROJECT CLARIFICATION

The department asked the committee for additional direction on the garage projects for next year. Metal buildings were suggested as a less expensive option at the CIP meeting. The department is unsure if metal buildings comply with city code and is communicating with the City Zoning Administrator.

The committee instructed the department to obtain additional building code guidance from the city and to put the project out to bid for both stick built and metal buildings. After receiving the bids, the committee will review them and decide the appropriate option.

Informational Only.

REVIEW/DISCUSS THE HUMAN SERVICE CENTER AND KOINONIA FACILITIES FUTURE BUILDING MAINTENANCE NEEDS AND DEPARTMENT RESPONSIBILITIES

The department stated that with the dissolving of the tri-county Human Service Center, there might be additional Buildings and Grounds responsibilities to consider, including the addition of two facilities - the Human Service Center and Koinonia. The department currently does not have the staff to support these extra facilities, so these issues will need to be discussed and addressed. Although there are many unknowns, the department wanted to raise these

County Facilities Committee meeting
October 6, 2023

concerns. It was noted a feasibility study is going to be completed, and the committee feels the Facilities Director should be included in these discussions.

Informational Only.

REVIEW/DISCUSS QUOTE RECEIVED FOR COURTHOUSE WINDOWS REPLACEMENT PROJECT

The department provided the committee with a quote for replacing the windows at the Courthouse. The quote broke down the costs for the historic section, annex, and old jail. The total cost for the entire project, including a 20% contingency, was approximately \$900,000. The committee instructed the department to investigate funding options for the project and report back at a future committee meeting.

Informational Only.

WORKER'S COMPENSATION REPORT

The committee received a copy of the quarterly worker's compensation report for the County from Huber, who noted there are no claims for the Buildings and Grounds department.

Informational Only.

UPDATE ON COST OF HOUSEKEEPING PRODUCTS FOR INMATES

The department provided and discussed a spreadsheet detailing the housekeeping supply usage and cost breakdown for the inmates.

Informational Only.

UPDATES/ACTION ON BUILDINGS & GROUNDS PROJECTS/ACTIVITIES

- a. **COURTHOUSE FRONT STOOP REMOVAL:** No new updates.
- b. **COURTHOUSE HVAC UPGRADES – PHASE II (ARPA PROJECT):** No new updates.
- c. **COURTHOUSE ANNEXED ROOF REPLACEMENT:** Roof replacement complete; contractors still to complete paver walkway to Door #4.

NON-BUDGETED ITEM REQUEST

None.

PUBLIC COMMENT

No public comment.

ITEMS FOR NEXT AGENDA

- Courthouse Windows Funding Update
- Garages

FUTURE MEETING DATE(S)

Wednesday, November 15, 2023 at 8:15 a.m.

ADJOURNMENT

Fisher adjourned the County Facilities meeting at 9:32 a.m.

/s/Russ Fisher
Russ Fisher, Chairman

11/15/2023
Date

/s/Lindsey Kennedy
Lindsey Kennedy, Recording Secretary

11/15/2023
Date