

BUILDINGS & GROUNDS COMMITTEE MINUTES
Committee Room #1, Second Floor, Oneida County Courthouse
Monday, February 25, 2019 9:30 a.m.

COMMITTEE MEMBERS PRESENT: Billy Fried/Chairman, Lance Krolczyk and Russ Fisher

COMMITTEE MEMBERS ABSENT: Bob Metropulos and Greg Oettinger (excused)

ALSO PRESENT: LuAnn Brunette, Troy Huber (Buildings & Grounds); Lisa Charbarneau, Lindsey Kennedy (Labor Relations/Employee Services)

CALL TO ORDER

Chairman Fried called the Buildings & Grounds Committee to order at 9:30 a.m. in Committee Room #1 of the Oneida County Courthouse. This meeting has been properly posted in accordance with the Wisconsin Open Meeting Law and complies with the Americans with Disabilities Act.

APPROVE AGENDA

Motion by Krolczyk to approve today's agenda. Second by Fisher. All Committee members present voting 'Aye'. Motion carried.

APPROVE MINUTES

Motion by Krolczyk to approve the minutes from the January 21, 2019 committee meeting. Second by Fisher. All Committee members present voting 'Aye'. Motion carried.

BILLS, VOUCHERS, BLANKET PURCHASE ORDERS, LINE ITEM TRANSFERS

Brunette provided a handout of the bills, vouchers and blanket purchase orders for the committee members to review and provided a brief overview of the items on the list. There were no line item transfers. Brief discussion held. All items are within budget. Motion by Fisher to approve the bills, vouchers and blanket purchase orders as presented. Second by Krolczyk. All Committee members present voting 'Aye'. Motion carried.

TAKE ACTION ON LAW ENFORCEMENT CENTER ROOF BID

Brunette provided a summary of the bids received for the Law Enforcement Center roof replacement. There were 5 bids received:

- Oneida Roof & Chimney \$525,000
- Crafts, Inc. \$381,943
- Maurer Roofing Inc. \$315,900
- Nasi Roofing, LLC \$286,000
- Kulp's of Stratford \$433,917

Brunette stated that Nasi Roofing, LLC came in with the lowest bid. The bids were reviewed and the Nasi Roofing Inc. bid meets all the spec requirements for the bid. The bids received from all of the vendors are base bids and not padded to cover incidentals. Brief discussion held.

Motion by Fried to accept the bid from Nasi Roofing Inc. in the amount of \$286,000 for the Law Enforcement Center roof replacement as presented. Second by Krolczyk. Brief discussion held. Roll call vote taken with all voting in the affirmative. Motion carried.

NUCLEAR SCAN OF LAW ENFORCEMENT CENTER ROOF PRIOR TO ROOF REPLACEMENT

Brunette stated that a nuclear scan of the Law Enforcement Center was done years ago by Jaron. Brunette is going to contact Jaron or possibly another vendor to perform an updated scan of the roof prior to the roof replacement. Brunette stated that the scan will show any area with saturation and help the roofer determine which areas need additional attention. No motion is needed at this time, this item was presented only as informational to the committee.

CLOSED SESSION

Motion by Fisher, second by Fried to adjourn into closed session pursuant to section 19.85(1)(d), “Considering strategy for crime detection or prevention” (Topics - courthouse security concerns and impact on third floor renovation, courthouse single point entry, health & aging security) and Section 19.85(1)(f), “Considering financial, medical, social or personal histories or disciplinary data of specific person, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public, would likely have a substantial adverse effect on the reputation of the person referred to in such data.” (Topic - building and grounds staffing issues – anticipated vacancies).

Roll call vote taken with all voting in the affirmative. Discussion held in closed session beginning at 9:49 a.m.

Staff present in closed session: LuAnn Brunette, Troy Huber, Lisa Charbarneau and Lindsey Kennedy.

RETURN TO OPEN SESSION

Motion by Fried to return to open session, Second by Krolczyk. Roll call vote taken with all voting in the affirmative.

Closed session ended at 10:26 a.m.

No motions or announcements from closed session.

PURCHASE OF EQUIPMENT AS PLANNED ON BUILDINGS & GROUNDS EQUIPMENT REPLACEMENT SCHEDULE

Brunette provided the committee an update on the used skid steer purchase. The original skid steer that was purchased was found to have a cracked frame, it was returned to the vendor. The vendor exchanged the damaged skid steer for one with 40,000 hours less run time than the original for the same price. The cost of the skid steer was \$10,500 and an additional \$5,100 for a snow plow attachment. The majority of funds were taken from the Buildings and Ground equipment account with an additional \$1,500 coming from the capital equipment account. Brief discussion held.

UPDATES/ACTION ON BUILDINGS & GROUNDS PROJECTS/ACTIVITIES

- a. **Project list and projected timeline:** Brunette provided an updated to the committee on each project on the list.

NON-BUDGETED ITEM REQUEST

None

PUBLIC COMMENT

None

ITEMS FOR NEXT AGENDA

- 2018 year end line item transfers

FUTURE MEETING DATES

Tuesday, March 12, 2019 at 9:30 a.m.

ADJOURNMENT

Motion by Krolczyk to adjourn the meeting at 10:47 a.m. Second by Fisher. All Committee members present voting 'Aye'. Motion carried.

/s/Billy Fried

Billy Fried, Chairman

March 27, 2019

Date

/s/Lindsey Kennedy

Lindsey Kennedy, recording secretary

March 12, 2019

Date