

BUILDINGS & GROUNDS COMMITTEE MINUTES
Committee Room #1, Second Floor, Oneida County Courthouse
Monday, November 26th, 2018 9:30 a.m.

COMMITTEE MEMBERS PRESENT: Billy Fried/Chairman, Lance Krolczyk, Bob Metropulos, Greg Oettinger and Russ Fisher

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

CALL TO ORDER

Chairman Fried called the Buildings & Grounds Committee to order at 9:46 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 Fisher to approve today's agenda. Second by Krolczyk. All Committee members present voting 'Aye'. Motion carried. *Oettinger not present during voting.*

APPROVE MINUTES

Motion by Krolczyk to approve the open and closed session minutes from the October 15, 2018 committee meeting. Second by Metropulos. All Committee members present voting 'Aye'. Motion carried. *Oettinger not present during voting.*

BILLS, VOUCHERS, BLANKET PURCHASE ORDERS, LINE ITEM TRANSFERS (2018 PROJECT ACCOUNTS AND LIFT INSTALLATION)

Brunette provided a handout of the bills and vouchers for the committee members to review and gave an overview of high dollar amount items on the list. All the items on the list are within budget. Brief discussion held. **Oettinger returned to meeting at 9:49 a.m.* Motion by Fisher to approve the bills and vouchers as presented. Second by Metropulos. All Committee members present voting 'Aye'. Motion carried.

Brunette provided a handout of the line item transfers for the committee member to review. Brunette explained each line transfer and the justification for the transfers. Transfers are being made to cover wages and miscellaneous parts with project funds from jail kitchen project, focus on energy rebates/LED lighting project and costs incurred for installation of lift for ONSO diesel mechanic. Motion by Fried to approve the line transfers as presented. Second by Oettinger. All Committee members present voting 'Aye'. Motion carried.

CONTRACTS

- a. **Refuse collection contracts:** Brunette reports that at the last meeting the committee voted to switch from Waste Management to Eagle Waste for the County's refuse collection but it was discovered that the county has a year and half left on the Waste Management contract. The change in vendors will not take place until the contract with Waste Management is completed to avoid additional fees.

BUILDINGS & GROUNDS 2019 LONG RANGE PLAN

Brunette presented an overview of the Buildings & Grounds 2019 long range plan and provided a handout to committee members for review. Brief discussion held. Motion by Oettinger to approve the Buildings & Grounds 2019 long range plan as presented. Second by Krolczyk. All Committee members voting ‘Aye’. Motion carried.

UPDATES/ACTION ON BUILDINGS & GROUNDS PROJECTS/ACTIVITIES

- a. **Law Enforcement Center (LEC) roof:** No updates at this time.

- b. **Project list and projected timeline:** Brunette presented committee members with a list of current projects and reviewed the status of each project on the list.

NON-BUDGETED ITEM REQUEST

None

PUBLIC COMMENT

None

ITEMS FOR NEXT AGENDA

- LEC Roof
- Simplify Specs and shorten contract process

FUTURE MEETING DATES

Monday, December 17, 2018 at 9:30 a.m. at the LEC (award bid of River Street Storage Project)

ADJOURNMENT

Motion by Krolczyk to adjourn meeting. Second by Oettinger. All members present voting ‘Aye’. Motion carried. Meeting adjourned at 10:32 a.m.

Billy Fried, Chairman

Date

Lindsey Kennedy, recording secretary

Date