

COUNTY FACILITIES COMMITTEE MINUTES
Oneida County River Street Storage Building
Monday, June 3, 2019 • 9:30 a.m.

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

ALSO PRESENT: LuAnn Brunette, Troy Huber (Buildings & Grounds); Lindsey Kennedy (Labor Relations/Employee Services); Fred Andrist (Oneida County Fair Committee)

CALL TO ORDER

Chairman Fried called the County Facilities Committee to order at 9:30 a.m. at the Oneida County River Street Storage Building. 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 the agenda. Second by Metropulos. All Committee members present voting 'Aye'. Motion carried.

APPROVE MINUTES

Motion by Fisher to approve the minutes from the May 20, 2019 committee meeting. Second by Metropulos. All Committee members present voting 'Aye'. Motion carried.

BILLS, VOUCHERS, BLANKET PURCHASE ORDERS, LINE ITEM TRANSFERS

Brunette stated no bills, vouchers, blanket purchase orders or line items transfers were processed since the last committee meeting therefore there is nothing to present.

REQUEST FROM FAIR BOARD FOR ADDITION ON RIVER STREET BUILDING

Brunette indicated the committee is meeting at the River Street building for today's meeting so the committee members can evaluate the location and lot lines for the proposed addition to store Oneida County Fair supplies and equipment. Brunette would also like to show the committee members the renovations (new concrete floor and wall divider) that have been made to the existing building as part of a CIP project.

Fried wanted to clarify the time frame for approving this project with the committee. Fried stated that because there is no July County Board meeting the committee's recommendation should be forwarded to the Administration Committee as soon as possible to try to meet the June County Board deadline otherwise the project would not be approved by the County Board until the August meeting. Andrist clarified that when he said the fair committee would like to project completed this summer he meant before snowfall.

Brunette added that she consulted with Corporation Counsel, Desmond, concerning donated labor and she stated he had reservations regarding the County liability due to possible damage to the building or injury to the volunteer laborers.

Brunette and Huber estimated the cost of the project to be around \$20,000 which would be under the threshold for the CIP process and also under the state statute for bidding requirements. Huber stated an 18' x 42' metal building would cost approximately \$6,500 for materials, \$500 for a garage door and around \$7,000 for labor. Huber feels the project could be completed for much lower than \$20,000 but

that amount is a safe estimate. Andrist will communicate this information at the next fair committee to determine what amount needs to be requested from the county. Brunette added that she requested this information be added to the next Administration Committee meeting agenda. Andrist stated he will attend the Administration Committee meeting to present the fair committee's budget request.

The committee toured the proposed location for the building addition and did a walkthrough to review the recent renovations made to the existing storage building.

The meeting convened after the tour. Chairman Fried clarified that the goal of the County Facilities committee is to gather information and make recommendations regarding the construction of an addition to be used for county fair equipment storage and that it is ultimately up to the Administration Committee and full County Board to either approval or deny the project.

Motion by Fried to move the request from the Oneida County Fair Committee to the Administration Committee for their consideration on funding of storage building. Second by Metropulos. Brief discussion held. All Committee members present voting 'Aye'. Motion carried.

RESOLUTION: I-CON WATER SAVER SYSTEM FOR LAW ENFORCEMENT CENTER/JAIL

Brunette stated that the resolution for the ICON water saver system has been revised. The initial return on investment was estimated to be 15.5 months but it will actually be 22 months. Further research discovered that water saver systems have low water flow through the pipes and water heaters and it creates an ideal environment for bacterial growth and increases the risk for illnesses such as Legionnaires' disease. There will be an additional cost of approximately \$4,000 annually to monitor bacteria growth in the water supply. Fried questioned if there were other options available at a lower cost. Huber confirmed that the majority of the cost is to certify that the water supply is bacteria free. Brunette added that even with the extended return on investment and additional costs the installation of the ICON system will be a minimum savings of \$31,200 annual. All this information has been reviewed and approved by the finance director. The money for the project is to come from the general fund to remain transparent. Any money left over from the CIP fund will go back into the general fund. Also any cost saving from the water account for 2019 will also be put back into the general fund to offset the cost of the project.

Motion by Fried to approve the resolution for the ICON water saver system and forward to the Administration Committee for consideration to be send to the County Board. Second by Fisher. All Committee members present voting 'Aye'. Motion carried.

YEAR 2020 FURNITURE AND EQUIPMENT REQUEST LETTER

Brunette provided the committee members with a copy of the letter she will be sending out to all county department heads regarding their year 2020 furniture and equipment requests. Brief discussion held. A few corrections and changes will be made to the letter based on the recommendations from the committee members.

Informational only, no motion needed.

SPONSOR HANGING BASKET IN FRONT OF COURTHOUSE THROUGH \$100 CONTRIBUTION TO DOWNTOWN RHINELANDER INC.

Brunette stated she spoke with Finance Director Smith who stated that the county does not make a practice of giving donations and that she advised against the county sponsoring hanging baskets. Brunette informed the committee that this agenda item is no longer being considered as an option for the Buildings and Grounds department so no further action needs to be taken on this agenda item.

COURTHOUSE AND HEALTH/ADRC FACILITY TREES

Brunette informed the committee that some of the trees at the courthouse and the Health and ADRC locations are dying, either because they are old or because of the Emerald Ash Borer. Buildings & Grounds staff have removed 4 trees so far and have planted 2 flowering crab trees at the courthouse. These are an additional 9 ash trees that need to be removed at the courthouse.

- a. **Investigate DNR grants for tree removal/replacement:** Brunette is researching DNR grant funds to assist with the cost for the tree removal and replacement. Brunette added the Buildings & Grounds staff have removed smaller trees but additional assistance is need for the larger ones.
- b. **Establish tree inventory with assistance from Oneida County Land & Water Conservation:** Burnette stated that tree inventory is mandatory for most grant funds and the Land & Water Conservation and Forestry departments have agreed to assist with the inventory.
- c. **Funding mechanism for tree treatment, tree removal/replacement not covered by grant funds:** Brunette stated that if grants are not available that a funding mechanism will have to be established for the tree treatment which is about \$140 a tree per year.

Informational only, no motion needed.

REPORT FROM TROY HUBER, ASSISTANCE FACILITIES DIRECTOR, OF WIFMA MEETING

Huber updated the committee regarding information that was shared at the WIFMA meeting he recently attended. Huber stated it was at this meeting that he learned of the need for monitoring of water supplies that have utilized low flow water systems for bacterial growth that causes illnesses such as Legionnaires' disease. Huber stated that he spoke with a vender from Axis Communications regarding the surveillance camera system at the Law Enforcement Center. Currently the county has a contract with Johnson Controls and their maintenance contracts are extremely costly. Huber followed up with ITS director, Rhodes, who stated that their staff could maintain and install the cameras which would eliminate the middle man and need for maintenance contracts. Huber met with a vender that does wayfinding signage that can be worked into the courthouse esthetic; he is going to schedule a walkthrough. Huber also received information on an OEI state grant fund for government municipalities to make solar energy upgrades. Huber is going to contact the vender to schedule a walkthrough to get their upgrade recommendations for the county facilities. Huber informed the committee that he has learned a lot by attending these meetings.

UPDATES/ACTION ON BUILDINGS & GROUNDS PROJECTS/ACTIVITIES

- a. **Project list and projected timeline:** Brunette stated there are no updates since the last committee meeting.

NON-BUDGETED ITEM REQUEST

None, but Brunette indicated that Building and Grounds staff helped the Public Health Department purchase a replacement back-up refrigerator for their vaccinations. The cost was 100% grant funded.

PUBLIC COMMENT

None

ITEMS FOR NEXT AGENDA

- Updated project list

FUTURE MEETING DATE(S)

Monday, July 15, 2019 at 9:30 a.m.

ADJOURNMENT

Fried adjourned the meeting at 10:41 a.m.

/s/ Billy Fried
Billy Fried, Chairman

07/15/2019
Date

/s/ Lindsey Kennedy
Lindsey Kennedy, recording secretary

07/15/2019
Date