

COUNTY FACILITIES COMMITTEE MINUTES
Committee Room #1, Second Floor, Oneida County Courthouse
Monday, April 15, 2019 • 10:00 a.m.

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

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

CALL TO ORDER

Chairman Fried called the County Facilities Committee to order at 10:00 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 AMENDED AGENDA

Motion by Fisher to approve the amended agenda. Second by Oettinger. All Committee members present voting 'Aye'. Motion carried.

APPROVE MINUTES

Motion by Fisher to approve the minutes from the March 12, 2019 committee meeting. Second by Fried. 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 an overview for the high amount items. Brief discussion held. All items are within budget. Motion by Oettinger to approve the bills, vouchers, blanket purchase orders and line item transfers as presented. Second by Metropulos. All Committee members present voting 'Aye'. Motion carried.

- a. **Overdrawn snow removal accounts:** Brunette stated the County is approximately \$8,000 over on three different accounts for snow removal at Oneida County facilities. County Code required Brunette to submit the overdrawn account list to the Administrative Committee. The Administrative Committee earmarked \$10,000 of contingency funds to cover the overage and would allow for a small amount to be put into the accounts for the remainder of this year's snow removal costs.

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

Huber updated the committee on the results of the 2 month I-Con Water Treatment test that was conducted on two toilets at the jail. The toilets with the I-Con setup ran 3,340 gallons and the non I-Con toilets ran 26,636 gallons.

The 69 toilets at the jail run approximately 5,513,652 gallons/year but if the I-Con Water saver system was installed on all 69 toilets that number would be reduced to approximately 691,380 gallons/year. That is a saving of approximately 87% with a cost savings of approximately \$53,000 a year.

Huber would like to move forward with the installation of the I-Con water saver system on all the toilets in the jail. The total cost for the project would be \$57,122.46 (for supplies only). Fried questions the high cost of the project and Huber confirmed that the I-Con Water Saver System includes an entire computer system.

Brunette will consult with Smith (Finance Director) to determine the best way to fund the project. Fried directed staff to get firm information on cost and funding options and present at future meeting.

LAW ENFORCEMENT CENTER – WATER TREATMENT NEEDS

Brunette indicated new kitchen equipment was recently installed at the Law Enforcement Center. There is only water treatment on the hot water that goes to the appliances. It was discovered that there are problems with the equipment that receive cold water due to lack of water treatment. Brunette has received a total water treatment quote of \$27,500 from Advanced Water Solutions, the company that currently provides the water treatment at the LEC. Brief discussion held.

Fried directed staff to finalize the details of the project and funding before moving forward and bring to a future committee meeting for consideration.

CONTRACTS

Brunette stated that she added these items to the agenda but unfortunately the contracts are not completed and cannot be reviewed by the committee members. Brunette gave an overview of each contract.

- a. **Ahern – fire detection/suppression equipment repair in IT server room:** Brunette stated this contract is for \$1,335 for 2 smoke detectors in the IT server room and gave a brief summary of the system.
- b. **Infrared Wisconsin – thermal scan of law enforcement center roof prior to roof project:** Brunette stated this contract is for the thermal scan of the LEC roof prior to roof replacement in the amount of \$3,540.

Brunette is asking the committee to allow Fried and Hintz to sign the contracts when they are completed as long as all the recommended changes from Corporation Counsel are implemented and if not, the contracts would be brought back to the committee for review and approval. Brunette added that these two projects are high priority and would like to get the contracts approved prior to the next committee meeting in May.

Motion by Fried to allow committee chair to sign contracts as presented contingent upon Corporation Counsel's approval and to send committee members the contracts for review once completed. Fisher second. All Committee members present voting 'Aye'. Motion carried.

RESOLUTION – CREATING CLEANING TECHNICIAN POSITION

Brunette stated a resolution to create a full-time cleaning technician position will be offered at the full County Board meeting tomorrow. Brunette review the resolution with the committee members. This information was presented to update the committee member on the progress of cleaning technician vacancy; no motion needed on this item.

UPDATES/ACTION ON BUILDINGS & GROUNDS PROJECTS/ACTIVITIES

- a. **Project list and projected timeline:** The project list was emailed to the committee members for review prior to the meeting. Brunette provided an update for each project on the list.

OUT-OF COUNTY TRAVEL – WISCONSIN FACILITIES MANAGEMENT CONFERENCE, STEVENS POINT, MAY 22-23, 2019

Brunette is requesting approval for Huber and herself to attend the Wisconsin Facilities Management Conference in Stevens Point on May 22-23, 2019 if their work schedules permit. Brief discussion held

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on the benefits of attending the conference. Funds can be found in the department's current budget to cover the cost of the conference.

Motion by Fried to allow Brunette and Huber to attend the Wisconsin Facilities Management Conference in Stevens Point on May 22-23, 2019 as presented. Second by Metropulos. All Committee members present voting 'Aye'. Motion carried.

NON-BUDGETED ITEM REQUEST

None

PUBLIC COMMENT

None

ITEMS FOR NEXT AGENDA

- I-Con Water Saver System Update
- LEC Water Treatment Updates
- Contracts Updates

FUTURE MEETING DATE(S)

Monday, May 20, 2019 at 9:30 a.m.

ADJOURNMENT

Fried adjourned the meeting at 10:34 a.m.

Billy Fried, Chairman

Date

Lindsey Kennedy, recording secretary

Date