

COUNTY FACILITIES COMMITTEE MINUTES
Oneida County Courthouse • County Board Room
Monday, March 1, 2021 • 8:30 a.m.

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

ALSO PRESENT: Troy Huber, Lindsey Kennedy (Buildings & Grounds)

CALL TO ORDER

Chairman Fried called the County Facilities Committee to order at 8:30 a.m. in the County Board Room 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 the agenda for today's meeting. Second by Almekinder. All Committee members present voting 'Aye'. Motion carried.

PUBLIC COMMENT

No public present in the County Board Room or participating via Zoom.

APPROVE MINUTES

Motion by Almekinder to approve the minutes from the February 1, 2021 committee meeting. Second by Fisher. All Committee members present voting 'Aye'. Motion carried.

2020 YEAR-END LINE ITEM TRANSFERS

Kennedy provided the committee a list of the 2020 year-end line item transfers for review and approval.

Motion by Fried to accept the line item transfer as presented. Second by Almekinder. All Committee members present voting 'Aye'. Motion carried.

BILLS, VOUCHERS, BLANKET PURCHASE ORDERS, LINE ITEM TRANSFERS

Kennedy emailed the committee members a list of the bills, voucher, and blanket purchases orders prior to the meeting for review. Huber explained the large expenses for the committee.

Motion by Fried to approve the blanket purchase orders and bills as presented. Second by Fisher. All Committee members present voting 'Aye'. Motion carried.

COURTHOUSE WATER HEATER

Huber stated the Courthouse water heater blew up last week and needed to be replaced. It was a 100-gallon tank, Huber stated that size is not needed now that the jail is no longer at the courthouse and that a 50-gallon tank will suffice. The cost to replace the water heater is approximately \$1,200 and will come from the building maintenance budget. The original was installed in 1991 and is out of warranty. Committee is in agreement with the cost and replacement.

Information only.

COURTHOUSE KUBOTA REPLACEMENT

Huber stated that the current courthouse Kubota is 25 years old and is constantly down for repairs. Department was looking at a Tool Cat but it is out of the department's budget so Huber looked at a L28 Bobcat with an

articulating motor that can handle snow blowing/brushing and would be ideal for clearing the sidewalks. Huber went to Quality Equipment and received a government pricing quote of \$33,117. Huber stated the current Kubota is valued at approximately \$15,000 for trade-in or sale. Brief discussion held. Almekinder stated the articulating motor is a good option, as it would not damage the lawn.

The committee instructed Huber to present at a future meeting the final recommendation for purchase. The committee also asked Huber to explore other options and to follow the correct bid process.

LEC WASP PEST CONTROL

Huber stated that Wil-Kil Pest Control is coming this week to start the wasp removal treatment at the jail. Inmates have reported wasps dropping from the skylights and into the cells. The wasp removal treatments are done in steps, which include interior and exterior treatments. The total cost for 2021 would be \$3,150. Currently, the annual LEC pest control budget is \$1,000 so the extra cost will have to be transferred from another account to cover the overage.

Information only.

SHREDDING REFUSE UPDATE

Huber stated there is a large amount of shredding refuse at the courthouse that needs to be disposed of. Eagle Waste brought a 30 yd. dumpster and approximately 60 bags were removed; the cost was \$125/hour. Eagle Waste informed the department that they are unable to accept more shredding because they are unable to bale it for recycling. Many other options for disposal has been explored. Kennedy is working with Lisa Jolin, Solid Waste Director, to coordinate a disposal option and will update the committee at a future meeting with the progress.

Information only.

SINGLE POINT OF ENTRY

- a. **COST AND PHASES REVIEW:** Huber stated making Door #1 handicap access is being done through a CDBG (Community Development Block Grant) that was recently approved for the County. Other equipment needed to set up the single point of entry; x-ray machine, camera, power, tables, divider, etc. cost approximately \$64,000. Huber stated the real cost comes with staffing the single point of entry. Huber and Seefeldt are scheduling a tour of Wood County's single point of entry.

Huber added it would cost an additional \$60,000 to create an ADA drop off at Door #1. Fried stated members of the Courthouse Security committee have been inquiring on the status of this project and the discussion will be brought back to the Administration committee and possibly to the full County Board for consideration for the 2022 budget. The Public Safety committee is in support of discussing the single point of entry but voiced concerns for closer handicap parking availability. Fried asked Huber to explore additional funding options for the purchase of the equipment needed for the single point of entry.

Information only.

COURTHOUSE SIGNAGE UPDATE

Kennedy informed the committee that the signage update project is still in the review process and the proposed signage has been forwarded to department heads for review and approval.

Information only.

CDBG-CLOSE PROJECT LIST UPDATE

Huber updated the committee of the progress of the approved Buildings & Grounds Community Development Block Grant Projects. Projects cannot be started until Finance completes the paperwork and training.

- a. **ONEIDA COUNTY COURTHOUSE STOOP REMOVAL:** \$25,000 allotted for this project.
- b. **ONEIDA COUNTY COURTHOUSE DOOR KNOB REPLACEMENT:** \$15,400 allotted for this project.

UPDATES/ACTION ON BUILDINGS & GROUNDS PROJECTS/ACTIVITIES

- a. **PROJECT LISTS AND PROJECTED TIMELINE:** Huber reviewed the project list and projected timeline.

NON-BUDGETED ITEM REQUEST

None

PUBLIC COMMENT

No public present in the County Board Room or participating via Zoom.

ITEMS FOR NEXT AGENDA

- Shredding update
- Kubota purchase
- Wheelchair lift training

FUTURE MEETING DATE(S)

Monday, April 5, 2021 at 8:30 a.m.

ADJOURNMENT

Fried adjourned the County Facilities meeting at 9:27 a.m.

/s/Billy Fried
Billy Fried, Chairman

04/03/2021
Date

/s/Lindsey Kennedy
Lindsey Kennedy, Recording Secretary

04/03/2021
Date