

COUNTY FACILITIES COMMITTEE MINUTES
Oneida County Courthouse • Committee Room #2
Wednesday, November 15, 2023 • 8:15 a.m.

COMMITTEE MEMBERS PRESENT: Russ Fisher/Chairman, Billy Fried and Diana Harris

COMMITTEE MEMBERS ABSENT: Bob Almekinder and Robert Briggs

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

CALL TO ORDER

Chairman Fisher called the County Facilities Committee to order at 8:17 a.m. in Committee Room #2 at the Oneida County Courthouse. This meeting has been properly posted in accordance with the Wisconsin Open Meetings Law and complies with the Americans with Disabilities Act.

APPROVE AGENDA

Motion by Fried to approve the agenda for today's meeting, with the order of items at the chair's discretion. Second by Harris. All Committee members present voting 'Aye'. Motion carried.

PUBLIC COMMENT

No public comment.

APPROVE MINUTES

Motion by Harris to approve the minutes from the October 6, 2023 committee meeting. Second by Fried. All Committee members present voting 'Aye'. Motion carried.

INVOICE PAID REPORT

Huber reviewed the invoices paid reports for the month of October 2023.

Informational Only.

BUDGET/ACTUAL REPORT

The department provided the committee with a copy of the year-to-date budget for review.

Informational Only.

2024 DEPARTMENT BUDGET UPDATE

The department notified the committee of the budget adjustments made by the Administration Committee for the 2024 budget year:

- Prisoner revenue increased by \$2,000 to \$50,000
- Overtime wages reduced by \$2,500 to \$5,500
- Ergonomic equipment funds decreased by \$6,500 to \$3,500
- Courthouse security funds reduced by \$5,000 to \$0
- Flooring funds reduced by \$15,000 to \$0
- Flooring CIP increased by \$50,000 to \$150,000

Informational Only.

REVIEW/DISCUSS QUOTE RECEIVED FOR COURTHOUSE WINDOWS REPLACEMENT PROJECT

The department provided the committee with an updated quote for replacing the windows at the Courthouse. HT Glass and Mirror Center offered a special commercial discount, reducing the total project cost from \$750,580.80 to \$659,337.60 - a savings of \$91,243.20. This pricing is valid for 6 months, with potential extensions.

The quote includes fully installed, interior stained windows. The department recommends budgeting an additional 20% contingency, bringing the total to \$791,205.12. This allows for modifications to existing openings.

The plans have been submitted to the State Historic Preservation Office for review and the department is awaiting their approval. Regarding potential funding opportunities, Representative Swearingen suggested the Jeffris Family Foundation, which the department pursued unsuccessfully in 2021. He also recommended seeking a direct Congressional appropriation through Congressman Tiffany's office. Congressman Tiffany provided information on USDA and National Park Service grants, along with other options. The department is researching these further but is finding it difficult to navigate the grant process without prior experience.

Motion by Fried to note the update on the window replacement and direct the Buildings & Grounds administration to submit the updated quote to the CIP committee for consideration. Second by Harris. All Committee members present voting 'Aye'. Motion carried.

REQUEST FOR USE OF BG EQUIPMENT CONTINUING APPROPRIATIONS FUNDS – BOBCAT SALT SPREADER

The department provided the committee with four quotes for the replacement of the salt spreader for the Courthouse Bobcat. The current spreader is not operational and with winter approaching soon, the department would like to get the spreader ordered and installed before it is needed for winter maintenance.

The department recommends selecting the quote from Eagle River Ford for \$4,625. This is the lowest quote received and includes lights and a vibrator kit to prevent salt clumping and clogging issues. The current balance in the BG Equipment Continuing Appropriations account is \$6,535.29. After this purchase, the balance would be \$1,910.29. However, the department's 2024 appropriation for this account is budgeted at \$25,000.

Motion by Fried to approve the purchase of the Bobcat salt spreader from Eagle River Ford for \$4,625 with funds to come from the BG Equipment Continuing Appropriations account. Second by Harris. All Committee members present voting 'Aye'. Motion carried.

UPDATES/ACTION ON BUILDINGS & GROUNDS PROJECTS/ACTIVITIES

- a. **COURTHOUSE FRONT STOOP REMOVAL:** No new updates.
- b. **COURTHOUSE HVAC UPGRADES – PHASE II (ARPA PROJECT):** Contractors have been on-site for several weeks; completion date TBD.
- c. **COURTHOUSE ANNEXED ROOF REPLACEMENT:** No new updates.

NON-BUDGETED ITEM REQUEST

None.

PUBLIC COMMENT

No public comment.

ITEMS FOR NEXT AGENDA

- Courthouse Windows Funding Update

FUTURE MEETING DATE(S)

Monday, December 11, 2023 at 8:15 a.m.

ADJOURNMENT

Fisher adjourned the County Facilities meeting at 9:10 a.m.

Russ Fisher, Chairman

Date

Lindsey Kennedy, Recording Secretary

Date