

**MINUTES OF THE  
BUILDINGS & GROUNDS COMMITTEE MEETING  
November 7, 2011**

**Members Present:** Chairman Jim Sharon; Paul Dean; Billy Fried; Scott Holewinski; and John Hoffman.

**Others Present:** Curt Krouze, Buildings & Grounds Director; Lynn Grube, ITS Director via conference call; Linda Conlon, Public Health Department Director; Dianne Jacobson, Department Aging Director; and LuAnn Brunette, Buildings & Grounds Leadperson.

**CALL TO ORDER**

Chairman Sharon called the meeting to order at approximately 9:00 a.m. in Committee Room #1 of the Oneida County Courthouse. He noted that the meeting notice had been properly posted and mailed in accordance with the Wisconsin Open Meeting Law and accommodations would be made for qualified individuals pursuant to the Americans with Disabilities Act.

**APPROVE AGENDA/APPROVE MINUTES OF PREVIOUS MEETING(S)**

Motion to approve the agenda by Hoffman/Holewinski. All aye on voice vote.  
Motion to approve the committee meeting minutes of October 17, 2011 with no additions, deletions or corrections by Fried/Hoffman. All aye on voice vote.

**OPTIONS FOR COMPUTER INFRASTRUCTURE AT NORTHERN  
ADVANTAGE JOB CENTER BUILDING**

Lynn Grube was present via telephone conference for this item of discussion. She presented various options for providing computer infrastructure between the courthouse and the job center facility that will house the health department and department on aging. Grube discussed the options, as well as the pros and cons of each option. Grube related issues with running the fiber between the sites, noting that the second route selected could not be accommodated by WPS, creating the need for a third route to be established and checked out. Grube stated that microwave could be running by Christmas, but would require a dish coming off the south side of the courthouse roof, creating concerns about that placement and the historical designation of the building. She stated that the annex portion of the building, which doesn't have the same historical designation, isn't tall enough to allow for this application. Grube stated that she would not want to consider the point-to-point option with Charter, as it would be too pricey, nor would she want to consider the Charter lease line, as the county would not be in control and there is an issue with speed.

Grube discussed the need to have whatever option is selected accommodate the future change in the telephone system to a voice over IP system when the county will change out the current phone system to a computer system. She noted that

the current phone system is no longer supported, and the voice over IP would provide no difference in sound, it would involve talking over the internet rather than copper wire. She further noted that when the county goes to voice over IP, the recurring \$5,300 would end. Grube stated that the lease line will not be fast enough for voice over IP. She related that fiber and microwave requires a different kind of switching equipment, and while she would like to go with one of these, she is nervous about getting it done before Christmas. Grube discussed the possible purchase of equipment, internal wiring issues, and uncertainty about the voice over IP system. She discussed the cost of replacement of utility poles for the fiber option, at a cost of \$30,000. She discussed the fiber option, noting that a third route would make fiber viable, but not by Christmas.

Krouze questioned a possible completion date for the fiber option.

Grube stated it would be necessary to rent \$20,000 worth of equipment to use charter for a year. She stated that the fiber, which has to be produced in one long piece, would have to be manufactured specifically for this project, and would be made in China or Japan, however, Japan isn't manufacturing at this time. Grube stated that a year would be the minimum time for placement of the fiber.

Grube stated that the neat and clean solution would be to use microwave.

Discussion followed by committee members on the possible move of the departments without connection to courthouse. Linda Conlon interjected that would not work, as staff would not have access to the AS400, the receipt accounting system, nor the telephone system,

Grube stated this is a difficult decision, noting that the problem lies with the use of the WPS poles for the fiber option. She stated that establishing a route that would allow for placement of the county's fiber has been difficult to accomplish, and it seems that WPS has been a mixed bag of concerns and issues. She stated that this is where the problem is; she cannot control what WPS wants or will approve. She described the ease with which the county was able to run fiber to the law enforcement center when the building was built, and the ease with which she could have run fiber to the old WPS building located in closer proximity to the courthouse, adding that use of the poles in Eagle River was not a problem either.

Krouze added it could be a new policy on the part of WPS, noting it is difficult to know. Grube stated it might just be the area we are trying to go to. She discussed the difficulty she and the vendor for the fiber are having getting a response from WPS. Grube stated that Tim Hintz from WPS, called her from his tree stand last week, and did make a very valiant effort to get to her before this meeting. Grube stated it appears the problem is the congestion on the poles located in the alley behind Pizza Hut.

Grube discussed the possible unknown costs, noting if she could work out a leased solution, she would have a year before voice over IP is here, and she could work with WPS to try to make a solution to do the fiber.

Supervisor Fried, noted he is not a big supporter of leasing.

Grube responded that leasing is the way to go while the fiber option is worked out. She related she would not want to go to the lease for a permanent solution.

Supervisor Holewinski questioned if a couple of weeks would be long enough to find the cost of the fiber. He discussed the need to pressure WPS to get this information, noting the county worked with WPS when they needed the county's help.

Motion by Fried to table a formal decision on the connectivity option between the courthouse and job center facility and instruct staff to talk to Charter on the short-term lease, and with Grube and Krouze to work with WPS to obtain a firm decision on the fiber. Second by Dean. Discussion followed. All aye on voice vote.

#### **CONSTRUCTION PROJECTS AND POSSIBLE CHANGE ORDERS SHERIFF'S DEPARTMENT STORAGE**

Krouze stated that the law enforcement center is moving along; the blacktop is down and partially striped, he noted we will be down a couple of parking spaces due to the changes created by elevation and grading; the roof structure is on, but not the finish, there will be a change to a mechanically fastened roof which will save about \$5,000, (weather and temperatures will not allow for the glue down roof); brick and block is up; door frames are in; the floor should be in by the end of this week; and the new walls in the evidence area are in. Krouze stated that he is really impressed with Miron's speed, and their cooperative attitude; they have had items that have come up that have been done without change orders. Krouze stated that Miron has been very good at working with us. He stated the project is moving along well, and should be done before Christmas. He noted the outside fence will be installed next week.

Supervisor Fried discussed the difference of opinion on elevation and grading issues. He questioned if it is it worth having corporation counsel draft a letter on the committee's disappointment in the architect in missing that in the project. Fried noted it might have changed the decision the committee made on the size of the building, if the elevation issue had been identified and figured into the cost. Motion to instruct corporation counsel to relay the disappointment of this committee in the elevation issue to the architect by Fried/Holewinski. All aye on voice vote.

## **NORTHERN ADVANTAGE JOB CENTER BUILDING RENOVATION**

Krouze related that the renovation of the job center building is now into phase II. He stated that second floor walls have been demo'd, with the exception of a couple of spots that haven't been demo'd because of questions. Krouze stated the new walls are reconstructed for the most part. He stated that crews are putting in electrical, putting data drops in, and the project is on schedule. He stated that soundboard would be put up this week. He stated that this contractor has also come up with a few changes that haven't cost money, but will make the building better. Discussion followed with regard to the use of local contractors.

## **RIVER STREET STORAGE FACILITY ROOF**

Krouze reported that the roofing contract has been put in place, the process of direct-purchasing the materials is ongoing, noting the contractor wants to have the project complete before deer hunting season. Discussion followed.

## **REQUESTS FOR USE OF POP FUNDS**

Krouze stated that the department has once again received requests for use of extra money from vending machines for Christmas activities. He noted that the committee had previously established a policy of allowing employees to utilize that for their own use. He stated that some funds were requested for the annual door decorating contest and some for the employee Christmas party. He stated that the amount to be allocated was approved by the Finance Director, based on revenue generated. Motion by Hoffman/Fried to approve the requests. All aye on voice vote.

## **NON BUDGETED ITEM REQUESTS**

### **Request from Department on Aging**

Krouze presented the request from the department on aging for computer tables, chairs, etc. to be used in the new building, all of which will be covered by grant funds. Motion by Holewinski/Dean to approve as presented. All aye on voice vote.

## **BILLS, VOUCHERS, LINE ITEM TRANSFERS, BLANKET PURCHASE ORDERS**

Krouze presented bills and vouchers for committee review. A list of blanket purchase orders paid since the previous meeting was mailed to committee members in their agenda packets. Motion to approve payment of the bills, construction bills and blanket purchase orders by Holewinski/Hoffman. All aye on voice vote.

## **PUBLIC COMMENT**

There was no public comment.

## **ITEMS FOR NEXT AGENDA**

Items for the next agenda were identified as the connectivity issue between the courthouse and job center building, and other items as they come up.

**REVIEW UPCOMING MEETING DATE**

Chairman Sharon noted that the next meeting date had previously been scheduled for Monday, November 21, 2011 at 9:00 a.m. The committee discussed the possibility of holding the next meeting at the law enforcement center if the community room is available. He stated the next meeting after that would be held on Monday, December 5<sup>th</sup> at 9:00 a.m.

**ADJOURNMENT**

The meeting adjourned by a motion of Fried/Hoffman. The time was approximately 10:20 a.m. All aye on voice vote.

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Jim Sharon,  
Chairman  
or John Hoffman,  
Vice Chairman

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LuAnn Brunette,  
Committee Secretary