

**ONEIDA COUNTY SOLID WASTE AND BUILDINGS & GROUNDS  
MAY 7, 2012 9:00 A.M.  
ONEIDA COUNTY HEALTH AND AGING FACILITY  
(Former Northern Advantage Job Center)  
100 W. KEENAN STREET, RHINELANDER  
RHINELANDER, WI 54501**

---

Members present: Chairman, Billy Fried, Jack Martinson, Gary Baier, Scott Holewinski and Paul Dean

Department staff present: LuAnn Brunette, Buildings & Grounds Director

Others present: Julie Petraitis, Recording Secretary; Linda Conlon, Department of Health Director, Dianne Jacobson, Department on Aging Director

---

**CALL TO ORDER**

Chairman Billy Fried called the meeting to order at 9:00 A.M., in accordance with the Wisconsin Open Meeting Law.

**APPROVE AGENDA**

Motion by Paul Dean, second by Jack Martinson to approve today's agenda. All aye on voice vote. The motion carried.

**APPROVE MEETING MINUTES OF APRIL 30, 2012**

Motion by Jack Martinson, second by Gary Baier to approve the April 30, 2012 meeting minutes with no corrections or additions. All aye on voice vote, The motion carried.

**RESOLUTION NAMING FACILITY FORMERLY KNOWN AS NORTHERN ADVANTAGE JOB CENTER**

Brunette contacted Corporation Counsel to have a resolution prepared for this. Unfortunately he was out of Town and did not receive the request until this morning. There is still a chance the Resolution can be ready for the May County Board meeting.

Chairman Fried reported that this came up after he had a conversation with County Board Chairman, Cushing. According to County Code it is required to have a resolution to change the name of the building.

Motion by Scott Holewinski, second by Jack Martinson that Brunette work with Corporation Counsel to formulate the Resolution for the naming of the Northern Advantage Job Center building to forward to the Oneida County Board of Supervisors along with the approval of a message board through a donation from the Rhinelander Women's Club. All aye on voice vote. The motion carried.

**CONSTRUCTION PROJECTS AND POSSIBLE CHANGE ORDERS**

**A. SHERIFF'S DEPARTMENT STORAGE**

Brunette provided an updated cost sheet for the project to the Committee. (Copy attached) The project is at a negative balance. Between the Sheriff's Department and the Buildings and Grounds accounts the deficit will be covered. (Information only).

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

Brunette provided a cost update for the building project to the committee. (Copy attached) The update provides a break down of the contributions and costs affiliated with the building and renovations to date.

- **UPDATE ON OCCUPANCY**

The City is waiting for a few things before they will issue an occupancy permit. Part of that is the testing of the fire detection and suppression. Integrity Fire Protection is the firm that did the sprinkler heads throughout the buildings. There were a number of them that needed to be relocated or installed. This is separate from Simplex. In addition to that, Simplex, who does all of the testing for Oneida County, would like the County to enter into an annual contract with them for testing and inspecting the sprinklers at the Oneida County Aging/Health. The annual amount is \$467 for the wet sprinkler system test and \$1,175 for the fire alarm test. In addition to that, until the T-1 line is established there must be a monitoring system in place for the whole fire suppression / sprinkler system. This is to prevent the flooding of the building in the event the system would go off. That fee is \$384 annually. The County would not need it for a whole year. May 31 is the targeted date to move the Department on Aging into the new location.

Motion by Jack Martinson, second by Paul Dean to approve the contracts for the sprinkler /fire suppression system and wet sprinkler monitor with monies coming from the Building Maintenance account in the amount of \$2,026. All aye on voice vote. The motion carried.

- **OPTIONS FOR COMPUTER INFRASTRUCTURE – NORTHERN ADVANTAGE JOB CENTER FACILITY**

No new information.

### **C. RIVER STREET STORAGE FACILITY**

The proposed ad and list of work to be completed, which was compiled by Brunette and Kortenhof, was submitted to Brian Desmond. Desmond approved it and the ad will go to the paper today.

### **ITEMS OUTSIDE THE SCOPE OF RENOVATION PROJECT – NORTHERN ADVANTAGE JOB CENTER FACILITY**

- **WATER SOFTENER**

Jacobson reported that she has not received an answer from CTL at this time. There is a \$500 credit with CTL at this time. Jacobson said she has monies from her grant for the unit if there are additional costs. The Buildings and Grounds staff will install the unit.

- **FIRE DETECTION / SUPPRESSION AND MONITORING  
(SEE ABOVE-UPDATE ON OCCUPANCY)**

### **UPDATE ON LAW ENFORCEMENT CENTER ROOF/WARRANTY ISSUES/PROFESSIONAL SERVICES FOR ROOF EVALUATION**

Brunette reported that Johns Mansville had a crane and six (6) roofers on site last week. Some of the worst areas of the roof were repaired. Johns Mansville's approach is two pronged. The first is to address the problems at hand and the second is to try to negotiate

some kind of warranty settlement for the damage incurred. The Buildings and Grounds crew has been on the roof with the roofers taking pictures and making notes with names and contacts of people who have made comments about the roof. Those will go into a file for the roof project. Holewinski reported that if inspections would have been done back when the roof was newly installed they probably would have taken this roof off and replaced it.

#### **CARPET REPLACEMENT – BRANCH II COURTROOM**

Brunette reported that she has contacted Carpetier's Carpet One and Carpet City for quotes. She is waiting for the quotes to be submitted. She also reported that the carpet that is in is discontinued. The new portion will be of the same grade but different pattern. Plastic mats will also be placed under the rolling chairs to protect the carpet.

#### **LIEBERT UNIT REPAIR**

Brunette stated that the Liebert Unit is a cooling unit. This is a supplemental air conditioner that cools the IT area in the basement. There is a lot of computer equipment stored in this area. If the temperature gets too high in this area the fire suppression system will go off which will release halon into the area, which is very expensive to recharge (about \$12,000.) Repairs need to be made to some of the parts. An estimate is \$1,063.41. The unit will be down during the repair time. Motion by Scott Holewinski, second by Gary Baier to move ahead with the repair for the Liebert unit as discussed with monies to come from the Machinery and Equipment Repair account. All aye on voice vote. The motion carried.

#### **REPORT ON DEPARTMENT ACTIVITIES**

Brunette reported the following:

- Met with Labor Relations to set up interviews for the Cleaning Technician position at the Law Enforcement Center. Those will be held the week of May 14, 2012.
- Met with Labor Relations on a Staff issue.
- Met with IT and Department on Aging on scheduling the time line for the move
- Met with the carpeting vendors
- Have staff working on painting the stairwell and Conference Room on the 1<sup>st</sup> floor

Discussion was held on who will be involved in interviewing for the Assistant Facility Director when the time comes. No action was taken.

#### **NON-BUDGETED ITEM REQUESTS**

None

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

Motion by Scott Holewinski second by Jack Martinson to approve the bills, vouchers, blanket purchase orders and line item transfers as submitted. All aye on voice vote. The motion carried.

**PUBLIC COMMENT**

Nobody was present

**ITEMS FOR NEXT AGENDA**

- Carpet quotes for Branch II Courtroom
- Staffing update
- Project updates

**MEETING DATES**

Monday, May 21, 2012 at 9:00 a.m. – Landfill

June 4, 2012 at 9:00 a.m. – Courthouse

June 18, 2012 at 9:00 a.m. – Law Enforcement Center

**ADJOURN**

**10:40 A.M.** Motion by Gary Baier, second by Paul Dean to adjourn the meeting. All aye on voice vote. The motion carried.

  
\_\_\_\_\_  
Chairman Billy Fried

\_\_\_\_\_  
Julie Petraitis, Recording Secretary