

Oneida County Buildings & Grounds Committee Meeting
June 6, 2016
Minutes

Committee Members present: Billy Fried, Lance Krolczyk, and Bob Metropulos.

Department Staff: LuAnn Brunette, Facilities Director and Bruce Stefonek, Assistant Facilities Director.

Others Present: Jack Flint (ITS), Dan Gleason (LRES), and Kevin Boneske (Star Journal).

Call to order

Committee Chair Billy Fried called the meeting to order 9:30 a.m. in Committee Room 1 on the second floor of the Oneida County Courthouse noting the meeting was properly posted and mailed in accordance with the Wisconsin Open Meeting law and was ADA compliant. Fried stated Scott Holewinski and Greg Oettinger were excused.

Approve agenda

Motion to approve the agenda by Metropulos, second by Krolczyk. Voice vote: All ayes; motion passed.

Approve minutes from the May 24, 2016 committee meeting

Motion to approve the minutes from the May 24, 2016 committee meeting by Fried, second by Metropulos. Voice vote: All ayes; motion passed.

Bills, vouchers, blanket purchase orders, line item transfers

Brunette stated the Liebert Unit project is bigger but is within budget adding she was waiting for one additional bill from RCAD. Motion to approve the bills, vouchers, blanket purchase orders, and the line item transfers as presented by Fried, second by Metropulos. Voice vote: All ayes; motion passed.

Updates and possible action on Buildings & Grounds projects/activities

a. Video surveillance cameras

Brunette stated they've received the last shipment of cameras and staff was working to get those installed and connected with the IT equipment. The last camera that can be installed in the interior was being worked on that morning. The request for light poles from the city was going to the public property meeting and hopefully will not be a problem.

b. Court video conferencing

Brunette informed the committee the check was cut for prepaid bank of time and they have expedited the request for service to receive some of the updates from Polycom to update the whole system that they have not been receiving since the warranty expired. Flint stated ITS had been working with Buildings and Grounds for the last couple of weeks and are now taking over. Flint stated the systems were set up; for one of the systems they knew the password but they did not know the password on other two so they performed a factory reset and then ran whatever updates that were available. Flint stated support has been called but the PO has not worked its way through yet, however, they have helped out. Flint stated the change from Frontier to Charter required a change of a port and have found two lists in the firewall updates noting one of the lists was not being maintained. The system was tested going to their test site but they don't know if voice is working so they will need to test all of the systems outside to some area, although he believe it's working. Flint updated the system at the Sheriff's Office and it appears to work but will be tested today. Flint stated the PO needs to be completed then they

will have them look over the configuration and confirm the updates. Branch II has not had a factory reset since the password was known adding the auto updates were now enabled. Brunette stated she had asked for status report from AVI on the PO for Polycom. Flint stated the technician was helpful but had told him they are not under service contract although they are. Fried thanked Flint for ITS' efforts. The committee discussed options for backup, the frequency of use of the system and how to respond if there is a problem. Stefonek commented the audio system was installed at same time as the video and IT will either need to work with B & G staff or take that over also. Flint stated they have not concentrated on that at all but IT should do that and will work together to get that done adding IT should take the lead.

c. Jail shower recoating

Brunette reported they have been working with Mark Neuman and Keith Fabianski to develop specifications for the RFP but have put it on hold because of the receipt of the state inmates until it can be determined how many there will be and if there is adequate space to move inmates from one area to another while the work is completed. Brunette stated she was told by the finance director the money can be rolled forward to next year if not spent this year. Fried questioned if the RFP could be done in the event something did not work out with the prisoners or to have for comparison at a later time. Brunette commented they have a good idea of the cost and since they cannot offer a contract they would want to do it when they are ready. Fried stated he would like to be ready to call a vendor if there is a window of opportunity. Brunette stated she would check with Corporation Counsel to see if that is something that they could do rather than all at one time but noted that it could add cost if the vendors are not able to complete the work at one time. Brunette stated it would be the next step in the process and what had been developed are the specifics for what they want done and the verbiage as to how the work tools are maintained and secured. Fried asked that they check with the Sheriff's Department to see if it is an option. Krolczyk questioned if there are issues if postponed. Brunette discussed the reasons for completing the work. Fried added this is part to the 10 year maintenance and was included in the CIP but could be put on hold noting the money can be used in future.

d. UW leased space/workplace environment

Brunette stated there was a question as to any options they could do and the direction from joint committee was to pursue looking at some kind of filtration system on the HVAC going into the UW. However, since that time the State has said they will not pay for any additional fixes for the space. Supervisor Mott is looking at the relocation of the staff. Fried stated the whole topic can go to Administration Committee since they deal with the contract and give direction to Buildings & Grounds and at this point is on hold.

e. Courthouse dome lighting

Brunette discussed the proposal she had brought forward in November for the purchase of a number of LED strip lights. It was proposed that they use 8 of dimmable strip lights at a cost of \$2,461 to replace the 4500 watt bulbs. Using 2 strip lights in combination with LED flood and rope lighting they are able to illuminates all of dome at a savings of \$1,676 over the November estimate while using only 250 watts rather than the 1000 watts proposed in November with better illumination. Fried stated they would have an agenda item for an optional tour after the meeting.

Non-budgeted item requests

None

Public comment

None

Items for next agenda

Update on projects and activities including the UW Extension and anything new; optional tour of the server room, the Polycorn unit, and Social Services waiting area.

Future meeting date

Tuesday, July 12, 2016 9:30 a.m.

Monday, August 1, 2016 9:30 a.m.

Tuesday, September 6, 2016 9:30 a.m.

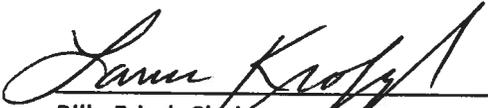
Monday, October 3, 2016 9:30 a.m.

Monday, November 7, 2016 9:30 a.m.

Monday, December 5, 2016 9:30 a.m.

Adjournment

Motion to adjourn at 10:09 a.m. by Metropulos, second by Fried. Voice vote: All ayes; motion passed.



Billy Fried, Chairman
Lance Krokzyk, Vice Chair



Dan Gleason, Recording Secretary