

The Florence County Building and Grounds met pursuant to adjournment on July 31, 2019. The meeting was called to order by the Chair. Members present were Supervisors: Bomberg, Neuens and Steber. Excused: Supervisor Modschiedler. Absent: Supervisor Davis. Others present: Scott Wolf, Building and Grounds Supervisor, Matt Dagostino, Maintenance/Janitor, Tim Bomberg, Janitor, Donna Trudell, County Clerk/Administrative Coordinator.

Moved by Supervisor Bomberg, seconded by Supervisor Neuens to approve the Agenda as presented. A voice vote was taken. Ayes: Three (3). Nays: None (0). Motion carried.

Moved by Supervisor Bomberg, seconded by Supervisor Neuens to approve the minutes for the June 19<sup>th</sup>, 2019 meeting as read. A voice vote was taken. Ayes: Three (3). Nays: None (0). Motion carried.

Scott Wolf, Supervisor for the Building and Grounds and Maintenance Staff, updated the Committee saying he has accepted the new position offered by the Personnel Committee with a request to revisit the position in six months to ensure that he can give the position the attention it needs.

Wolf has not seen a space in the Courthouse yet to accommodate the Workforce Development person but will continue to look for options. Chairman Steber asked if there could be space at the Resource Center. Dagostino said there may be space in the Human Services area. Wolf will update the Committee at a later date.

Wolf has received one quote for a new side walk in front of the Public Safety Building. He will request additional proposals which removes 70 feet of sidewalk in front of jail and replace. Wolf will update the Committee at a later date.

Wolf has received three quotes to replace current boiler in the Public Safety Building. He will continue to research the best option and update the Committee on a later date.

Moved by Supervisor Bomberg, seconded by Supervisor Neuens to purchase the best hot water system for the Public Safety Building in the best interest of the County. A voice vote was taken. Ayes: Three (3). Nays: None (0). Motion carried.

Wolf received a quote from one contractor for Tuck Pointing and Sealing the Courthouse. The Committee will continue to have further discussion and prioritize the areas on the Courthouse needing the Tuck Point and Seal and add this project to the Capital Improvement Plan.

Wolf received one quote from a contractor working with the Sheriff for additional security cameras inside and out of the Public Safety Building, outside the Courthouse and all parking areas in courtyard and employee parking lot. The Committee will continue to have further discussion and prioritize the areas needing cameras. Wolf will update the Committee at a later date.

Wolf spoke with Highway Commissioner Joe Witynski requesting a quote to crack seal the courtyard parking lots. Wolf will update the Committee at a later date.

Wolf updated the Committee telling them the employee parking lot will be paved and striped mid-August 2019. Committee members requested to have signs posted saying Employees Only.

Mat Dagostino, Maintenance/Janitor, update the Committee on the Public Safety Building LED Lighting Project saying the project is half done. The project needs a completion date of 60 days from the date of invoice to receive the incentives. Dagostino will watch for an invoice to meet the deadline.

Wolf discussed with the Committee the change in hours of the Maintenance and Janitorial Staff. He explained that currently no one is in the building from 11:30am to 3:30pm. He sees the need for one of the staff to be in the building during business hours. He will work with them.

Other building and maintenance concerns:

- Dagostino will get building keys for Supervisor Wolf and Garage Keys for Committee Chair Steber.
- Wolf received several quotes for new flag pole for a future purchase.
- Dagostino ordered No Dogs in Parks Signs
- Dagostino ordered Employees Only Sign for garage
- Dagostino will paint the damaged light pole in the Courtyard
- Wolf is currently working with Energy Control and Design to develop a maintenance agreement. He will update the Committee at a later date.

Committee concerns for future agenda items:

- Wolf received quotes from Bob Friberg, Florence Utilities, to integrate the three County generators to remote monitor.
- Wolf told the Committee that he will set up a walk-through of a couple of facilities to identify any concerns

There being no further business on a motion made, seconded, and carried the meeting was adjourned.

Respectfully submitted,

Scott Wolf  
Building and Grounds/Maintenance Supervisor