

CITY OF HORICON

404 EAST LAKE STREET
HORICON WI 53032

MEETING NOTICE

DATE ISSUED: April 14, 2023

BY: Chairperson Forrest Frami

PERSONNEL & FINANCE COMMITTEE

ATTENDEES:

Donald Miller

Jim Bandsma

Forrest Frami

Kristen Jacobson

Amy Yahnke

Alexandra Harvancik

Cody Vanderhei

Mark Tesch

Carole Baker

Pat Bulman

Mayor Maas

DATE: Monday, April 17, 2023

TIME: 5:30 p.m.

LOCATION: City Hall, Activity Room A

LEADER: Chairperson Forrest Frami

AGENDA:

1. Call to Order.
2. Roll Call.
3. Public Appearances.
Limited to 3 Minute Time Frame Per Individual.
4. Approve Previous Minutes.
5. EMS Defib. Recertification Pay.
6. HVAC Web Server and Router Installation at Public Safety Building for Offsite Monitoring and Control.
7. Use of Outside Entity for Kiwanis Park Grant Applications.
8. Mobile Food Vending License Fee.
9. March 2023 Payables.
10. Set Next Meeting Date.
11. Adjourn into Closed Session for the Purpose of Deliberating Purchase of Public Property per WI Stats. 19.85(1)(e).
12. Adjourn.

IF UNABLE TO ATTEND, PLEASE NOTIFY: Kristen Jacobson

PHONE: 485-3500

DATE POSTED: 04/14/2023

TIME POSTED: 9:00 a.m.

It is possible that members of and a possible quorum of members of governmental bodies of the municipality, other than the Personnel & Finance Committee, may attend the above event. No action will be taken by any governmental body, other than the Personnel & Finance Committee, at the above event.



Quality Control Services, Inc.
606 S. Hickory St.
Fond du Lac, WI 54935
(920) 907-0803
Fax: (920) 921-2039
qcs@qcservicesfdl.com

March 21, 2023

**Re: Temperature Controls for Horicon Safety Building
HVAC System Webserver Installation
City of Horicon
Horicon, WI**

Dear Amy:

The facility building automation system operates to control the building temperatures. The temperatures are maintained by controlling the boiler plant, air handling systems and hot water control valves. There currently is not a way to locally view the operation from on-site. If there is a temperature issue in the building, a service tech needs to be dispatched to check on the issue.

We are proposing to add a HVAC web server that would display password protected graphic screens of the building operation. There are several advantages and energy saving opportunities with this option:

- 1.) The owner could log into the control system from any PC on-site and see a facility layout with temperature readings and equipment status.
- 2.) Questions concerning the operation of the facility HVAC equipment could be addressed by a technician accessing the HVAC control system remotely. This could avoid the cost of a service call in most situations.
- 3.) This option would allow for scheduling the areas of the facility to operate and control to occupied temperature setpoints only when needed. Currently, areas (meeting room) are scheduled to remain in the occupied mode for longer than necessary to accommodate any activities which may occur in those areas.
- 4.) The owner could adjust the temperature setpoints to levels appropriate to area usage reducing energy costs.
- 5.) Equipment alarming would allow emails or text messages to be sent upon the detection of the following failures: boiler alarm status, hot water pump alarm status, air handling unit status.
- 6.) Space temperature out of range conditions could also be emailed & texted to allow immediate notification of an issue.

Installation of a MachProWeb router would display password protected web pages of the control system inside the building's firewall. These webpages would be accessible from any computer, iPad, tablet or smart phone. We can provide the labor and materials to install and program the MachProWeb controller for a total cost of **\$4,835.00**. Horicon Municipal would need to supply a network access jack and a static I/P address for this Web controller.

If you have any questions, or if I may be of further assistance to you, please do not hesitate to contact me at (920) 979-7228. Thank you.

This quotation is valid for 60 days.

Sincerely yours,

James Pierret

Quality Control Services, Inc.
James F. Pierret

PAYMENT TERMS: Payment is due within 30 days from the invoice date. All unpaid invoices are subject to a 1½% per month finance charge.

ACCEPTANCE: Please sign and return one copy if the above terms are satisfactory. Payment will be made as outlined above.

Name: _____
(Owner or Authorized Representative)

Title: _____

Date: _____