



MONROE COUNTY BOARD OF SUPERVISORS

202 SOUTH K STREET, RM 1
SPARTA, WISCONSIN 54656
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www.co.monroe.wi.us

NOTICE OF MEETING

COMMITTEE: PROPERTY & MAINTENANCE
DATE: Wednesday, February 12, 2020
TIME: 12:30 p.m. *(Please Note Time Change)
PLACE: Monroe County Justice Center
Monroe County Assembly Room
112 South Court Street (South Entrance)
Sparta, WI 54656

SUBJECT MATTER TO BE CONSIDERED

All Items are Subject to Discussion & (except public comment) Action

1. Call to Order/Roll Call
2. Public Comment, 3 Minute Limit Rule Applies
3. Set next meeting date/time
4. Minutes Approval – 01/08/2020 (enclosure)
5. Mutual Agreement to Accept Land via Quit Claim Deed in Lieu of Foreclosure for Tax Parcel 020-00091-5000
6. Repurpose of Properties
7. Long Range Planning
8. Repurpose of Funds
9. Budget Adjustment
10. Rolling Hills Projects
11. Justice Center Projects
12. Electrical Vault Leak
13. Building Managers Report
14. Future Agenda Items
15. Adjournment

Dean Peterson, Committee Chair
PROPERTY & MAINTENANCE COMMITTEE
Date notices mailed: 02/10/2020

PLEASE NOTE: A quorum of the Monroe County Board or other committees may be present at this meeting. No business of the County Board or other committees will be conducted at this meeting, only the business noted above.

Property & Maintenance Committee
January 8, 2020

Present: Dean Peterson, Rod Sherwood, Douglas Path, Pete Peterson, Mary Cook
Others: Garry Spohn, Tina Osterberg, Ally Rudie

- The meeting was called to order in the Monroe County Board Assembly Room at 1:00 p.m. by Chair Dean Peterson.
- Public Comment Period – None.
- Set next meeting date/time – Wednesday, February 12, 2020 at 1:00 p.m. in the Monroe County Board Assembly Room.
- Minutes Approval – Motion by Rod Sherwood second by Mary Cook to approve the 12/11/19 minutes. Carried 5-0.
- Justice Center Remaining Funds/Justice Center Projects – Garry Spohn explained that he will be working with the Monroe County Administrator regarding the remaining Justice Center Funds. A list of remaining projects will be compiled.
- Rolling Hills Projects – Garry Spohn explained that the plumbing project is currently underway. The flooring project will begin next week. Roofing work is anticipated in the spring.
- Properties available near the Justice Center – Garry Spohn explained that there is a parcel for sale directly across from the Justice Center on Court Street and a parcel adjacent to the library on Main Street. It was noted that the building next to the library is small and that the building across the street would need modifications and doesn't include a parking lot. It was Garry's understanding that if any parcel became available, to bring it to the committee. Discussion. It was noted that the Justice Department space is limited due to staff being added with the creation of the new Drug Court.
- Tax Delinquent Properties – Garry Spohn explained that parcels are scheduled for judgment in March.
- The Buildings Manager Report was provided.
- Items for next month's agenda – Property Long Range Planning, Budget Adjustment.
- Motion by Pete Peterson second by Mary Cook to adjourn the meeting at 1:45 p.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk
Recorder

Mutual Agreement for Monroe County to Accept Land via Quit Claim Deed in Lieu of Foreclosure for Tax Parcels that are Entirely Public Road Right of Way or are Remnants Form

Monroe County will accept land via said Quit Claim Deed under the following conditions:

1. The cost of foreclosing on the property will exceed the costs associated with acquiring it via Quit Claim Deed.
2. The property is entirely public road right of way or is a remnant parcel as defined by the adopted policy on remnants.
3. The owners of adjoining properties to the tax parcel in question are not interested in the property.
4. If the public right of way is not designated as a County, State, or United States Highway and the local municipality is not interested in the property.
5. The tax parcel owner decides voluntarily to Quit Claim the subject tax parcel to Monroe County rather than wait for Monroe County to acquire it in rem foreclosure upon their choice to stop paying taxes on the subject tax parcel and being notified of our policy.

IT IS THE RESPONSIBILITY OF THE PROPERTY OWNER TO HAVE THE FOLLOWING SECTION COMPLETED AND RETURNED TO THE MONROE COUNTY LAND INFORMATION OFFICER (contact information on back of page). UPON COMPLETION THE LAND INFORMATION OFFICER WILL PRESENT THIS FORM TO THE MONROE COUNTY PROPERTY AND PURCHASING COMMITTEE. AT THEIR DISCRETION THEY WILL DECIDE IF IT IS IN MONROE COUNTY'S BEST INTEREST TO ACCEPT THE PROPERTY. UPON COMMITTEE APPROVAL WE WILL CONTACT YOU IN ORDER TO COMPLETE A QUIT CLAIM DEED.

PROPERTY OWNER CONTACT INFORMATION:

Name: Ronald P. Tremmel + Carol J Schmitt
 Address: Personal Reps Estate of Ralph A. Tremmel
737 Windmill Dr Mazomanie WI 53560
 Phone/Email: 608-795-2636
 Real property tax parcel numbers: (Can be obtained from tax bill or county website)

020-00091-5000

Check box if additional tax parcels are involved and write them on back of form.

I, the undersigned, attest before a notary that I decided on my own free will to stop paying taxes on the aforementioned tax parcel(s); I have voluntarily decided to quit claim my property to Monroe County in lieu of foreclosure; and I have asked the owners of adjoining properties and the local municipality, when applicable, and neither are interested in acquiring the aforementioned tax parcels.

Carol J Schmitt personal rep
[Signature] personal rep
 Property Owner (Current title holder, trustee, or authorized agent of LLC, etc.)
Carol J Schmitt personal rep
Ronald P Tremmel personal rep
 Print Name

Date: 1-16-2020

NOTARY ACKNOWLEDGMENT

STATE OF Wisconsin)
) SS
 COUNTY OF Dane)

Subscribed and sworn before me on January 16, 2020

Cheryl A. Bruce
 Notary Public, State of Wisconsin
 My Commission expires 8-28-2020
 Cheryl A. Bruce

This section will be completed by the Monroe County Land Information Officer or Real Property Coordinator:

Tax Parcel Suitability Checklist:

- The cost of foreclosing on the tax parcel will exceed the costs associated with acquiring it via Quit Claim Deed per the County Treasurer.
 - The County Treasurer will allow for the Quit Claim Deed to be paid for from the Tax Deed Expense Account.
 - The tax parcel is entirely public road right of way or a remnant parcel by policy definition.
- The tax parcel owner has completed their requirements associated with this form.

This section will be completed by the Property and Purchasing Committee:

The Property and Purchasing Committee have determined based on the facts presented that it is in the best interests of Monroe County to accept this tax parcel via Quit Claim Deed in lieu of foreclosure because it is entirely public road right of way and further direct the Land Information Officer or Real Property Coordinator to proceed with preparing a Quit Claim Deed, under review by the Corporation Counsel. Said Quit Claim Deed will be executed by the tax parcel owner and at the time of recording in the Register of Deeds office will be paid for by funds from the Treasurer's Tax Deed Expense Account.

X _____ Date: _____
Property and Purchasing Committee Chair

Monroe County Land Information Officer
14345 Co Hwy B, Ste 5, Sparta WI 54656
Phone: 608-269-8698 Fax: 608-269-8951
jeremiah.erickson@co.monroe.wi.us

<http://monroerodweb.co.monroe.wi.us/gcswebportal/Search.aspx>
<http://monroecowi.wgxtreme.com/>
<http://www.co.monroe.wi.us/departments/real-property-lister/>
<http://www.co.monroe.wi.us/departments/land-information/>

Parcel #: 020-00091-5000

Valid as of 01/17/2020 08:19 AM

Alt. Parcel #: 20118-04-2000300

TOWN OF LA GRANGE
MONROE COUNTY, WISCONSIN

Owner and Mailing Address:

RALPH TREMMEL
JOAN TREMMEL
737 WINDMILL DR
MAZOMANIE WI 53560

Co-Owner(s):

TREMMEL, JOAN

Physical Property Address(es):

Information Not Available

Districts:

Dist#	Description
0200	VOCATIONAL SCHOOL
5747	TOMAH SCHOOL DIST

Parcel History:

Date	Doc #	Vol/Page	Type
03/27/1975		242D/542	WD
02/11/1975		242D/430	WD

Abbreviated Description: Acres: 0.918

PART OF THE W1/2 OF THE SW1/4 OF SE1/4
(OUTLOT 3 OF PLEASAIRES ACRES)

Plat	Tract (S-T-R 40% 180% GL)	Block/Condo Bldg
* N/A-UNPLATTED LANDS	04-18N-01W SW SE	

2019 Valuations: Values Last Changed on 10/10/2012

Class and Description	Acres	Land	Improvement	Total
G5-UNDEVELOPED	0.918	2,200.00	0.00	2,200.00

Totals for 2019

	Acres	Land	Improvement	Total
General Property	0.918	2,200.00	0.00	2,200.00
Woodland	0.000	0.00	0.00	0.00

Totals for 2018

	Acres	Land	Improvement	Total
General Property	0.918	2,200.00	0.00	2,200.00
Woodland	0.000	0.00	0.00	0.00

2019 Taxes

Bill #	Fair Market Value:	Assessment Ratio:
18491	2,600.00	0.8592

	Amt Due	Amt Paid	Balance
Net Tax	38.05	0.00	38.05
Special Assessments	0.00	0.00	0.00
Special Charges	0.00	0.00	0.00
Delinquent Charges	0.00	0.00	0.00
Private Forest Crop	0.00	0.00	0.00
Woodland Tax	0.00	0.00	0.00
Managed Forest Land	0.00	0.00	0.00
Prop Tax Interest		0.00	0.00
Spec Tax Interest		0.00	0.00
Prop Tax Penalty		0.00	0.00
Spec Tax Penalty		0.00	0.00
Other Charges	0.00	0.00	0.00
TOTAL	38.05	0.00	38.05

Installments

	End Date	Total
1	01/31/2020	38.05
2	07/31/2020	0.00

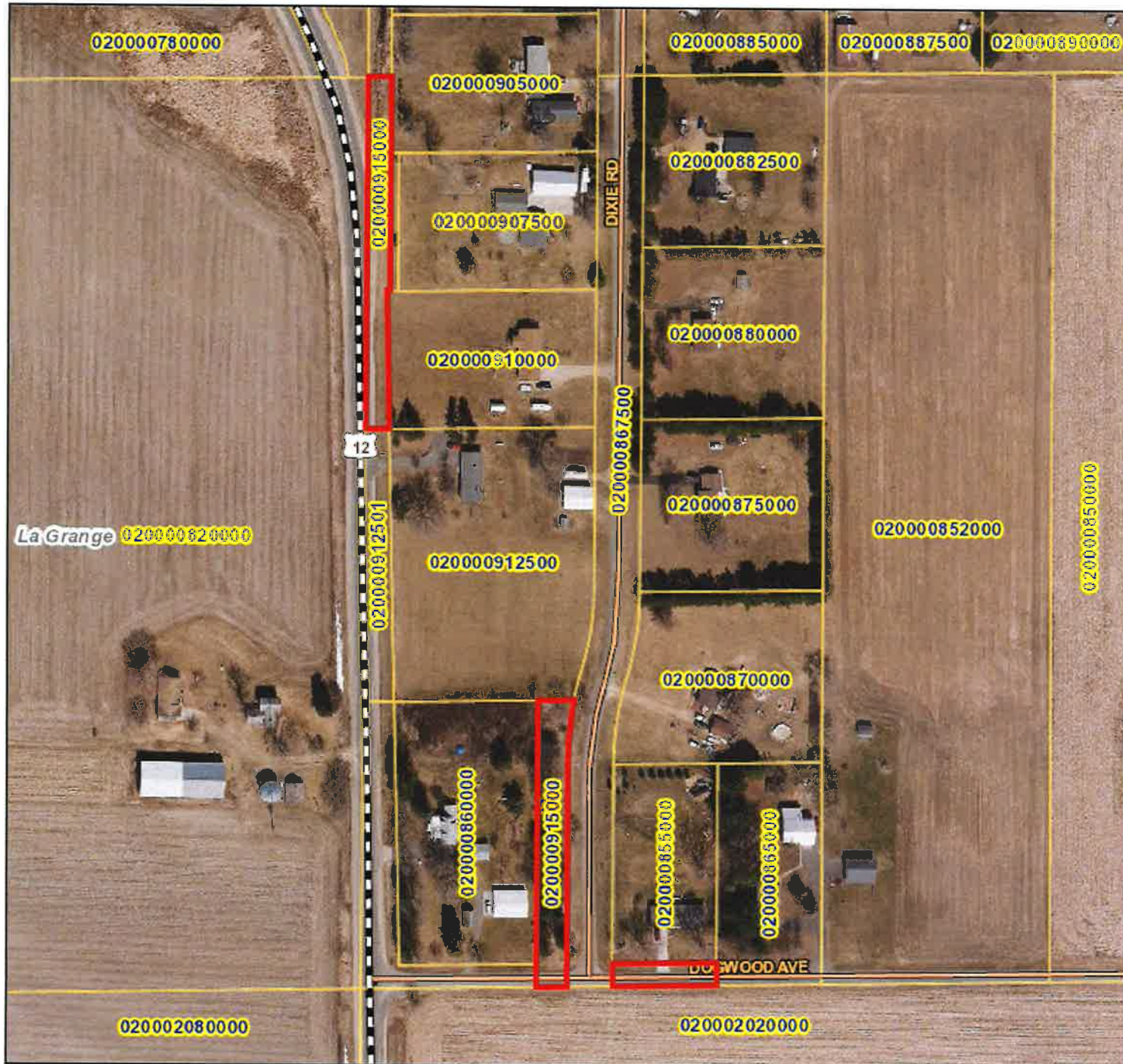
Net Mill Rate: 0.017291812

Gross Tax	41.63
School Credit	3.58
Total	38.05
First Dollar Credit	0.00
Lottery Credit	0 Claims 0.00
Net Tax	38.05

020000915000

Legend

- Lakes and Rivers
- Parcels
- Parcel Labels
- Towns
- Monroe County
- Other Counties
- Interstates
- US Highways
- State Highways
- County Roads
- Town Roads
- Fort McCoy Roads
- City and Village Roads
- Railroads



DISCLAIMER: This map is not guaranteed to be accurate, correct, current, or complete and conclusions drawn are the responsibility of the user.

Author:	
Date Printed: 01/17/20 8:18 AM	
Source:	

Notice of Re-Purpose of Funds

MONROE COUNTY

Unanticipated Change of What Funds Were Budgeted For

Date: 2/12/2020
 Department: Maintenance
 Amount: \$ 10,744.00
 Budget Year Amended: 2020

Explanation/Reason funds are being re-purposed and affect on Program:
 (If needed attached separate brief explanation.)

The roofing project intended to be completed in 2019 was delayed and will not be completed until weather permits in 2020.
For this reason we need to move part of the money from 2019 to 2020 to cover the uncompleted portion.

Original Budgeted Line's Purpose:

Account #	Account Name	Original Purpose	New Purpose	Amount to Re-Purpose
17100169-580550	Building Improvements	Long Range Improvements	Complete Roofing Project 202 S K St.	\$ 10,744.00
Total Adjustment				\$ 10,744.00

+

Department Head Approval: _____

Date Approved by Committee of Jurisdiction: _____

Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: _____

Date Approved by County Board: _____

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: _____

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: February 12, 2020
 Department: Maintenance
 Amount: \$41,500.00
 Budget Year Amended: 2020

Source of Increase / Decrease and affect on Program:
 (If needed attached separate brief explanation.)

This adjustment is to increase the 2020 Justice Center Repair budget. The money will be used to complete projects that are improvements or repairs to the Justice Center. The money will come from the same budget line in the 2019 budget. (11630610-524505)

This is rolling unspent money from 2019 to 2020 that was budgeted for the purpose of Justice Center issues.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
10000001	493000		Fund Balance Applied	\$ 3,800.00	\$ 41,500.00	\$ 45,300.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 41,500.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
11630610	524505		Justice Center Bld Repair	\$ 40,000.00	\$ 41,500.00	\$ 81,500.00
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 41,500.00	

Department Head Approval: _____

Date Approved by Committee of Jurisdiction: _____

Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: _____

Date Approved by County Board: _____

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: _____

Property & Maintenance Meeting
February 12, 2019
12:30PM
Justice Center Assembly Room

Justice Center/Courthouse/Jail:

- We will be discussing the electrical vault leak.
- We completed the remodel in the Justice Programs area.
- We are partially done with the Sheriff's Department remodel.
- The Highway Department ground several stumps at the Justice Center and at Rolling Hills.
- I met with the Sheriff to discuss some of the changes that he would like done. Most are security related.
- The 6 replacement heaters have been installed and are doing a much better job maintaining temperature.
- We installed 3 new storm windows inside of the Human Services area. We are evaluating their performance.

Rolling Hills:

- The hot water project should be complete in about 3 weeks.
- The abatement was completed and new flooring installed.
- We closed in the doorway to the shed that was damaged by wind this summer. The door was not needed so we just built a wall and covered with tin.
- We submitted an estimate on roof damage from last summer to the insurance company.

202 South K Street:

- The roofing company has proposed fixing our roof issues when weather permits.

Property Manager:

- I have been working on long range expense planning.