



# MONROE COUNTY BOARD OF SUPERVISORS

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## NOTICE OF MEETING

**COMMITTEE:**  
**DATE:**  
**TIME:**  
**PLACE:**

**PROPERTY & MAINTENANCE**  
**Wednesday, March 11, 2020**  
**1:00p.m.**  
**Monroe County Assembly Room**  
**112 South Court Street (South Entrance)**  
**Sparta, Wisconsin**

## 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 - (February 12, 2020 - enclosure)
5. Repurpose of Properties/Acquisition Between Departments
6. Tax Delinquent Properties
7. Vending
8. Electrical Vault
9. Long Range Planning
10. Rolling Hills Projects
11. Justice Center Projects
12. Building Managers Report
13. Future Agenda Items
14. Adjournment

Dean Peterson, Committee Chair  
PROPERTY & MAINTENANCE COMMITTEE  
Date notices mailed:03/04/2020

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 Meeting**  
**March 11, 2019**  
**1:00PM**  
**Justice Center Assembly Room**

**Justice Center/Courthouse/Jail:**

- I contacted Miron Construction about the electrical vault leak. They will be sending someone to look at the problem.
- I will also be talking to Miron Construction about the continued leak in the Clerk of Court area.
- It has been decided to put some of the electronic door locks back in service that were previously unhooked. We will be installing the secondary release and in some cases creating a new panel connection.
- We have completed dividing a room in the Sheriff's department to make it more usable for patrol.
- The remaining heaters have been installed. This has been a significant improvement.

**Rolling Hills:**

- The water line project is near completion.
- We have the center driveway shut down because of poor condition caused by age and frost. We hope to reopen when the frost is out of the ground.

**Museum:**

- We have installed two new furnaces in the upstairs. We will install the AC units when the weather is better.
- We are starting a project to install new lighting in the downstairs.

**Property Manager:**

- I will be discussing the long range plan with the committee. I have met with Tina a couple times to be certain we agree on how it is done.
- The judgment should be finished on the tax properties that we toured last fall.
- The highway department ground several stumps for us.

Property & Maintenance Committee  
February 12, 2020

Present: Dean Peterson, Rod Sherwood, Pete Peterson, Mary Cook; Douglas Path absent  
Others: Garry Spohn, Ally Rudie, Jeremiah Erickson, Wallace Habegger

- The meeting was called to order in the Monroe County Board Assembly Room at 12:30 p.m. by Chair Dean Peterson.
- Public Comment Period – None.
- Set next meeting date/time – Wednesday, March 11, 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 01/08/20 minutes. Carried 4-0.
- Mutual Agreement to Accept Land via Quit Claim Deed in Lieu of Foreclosure for Tax Parcel 020-00091-5000 – Jeremiah Erickson explained mutual agreement request. Discussion. Motion by Rod Sherwood second by Pete Peterson to accept land via quit claim deed in lieu of fore-closure for parcel 020-00091-5000. Carried 4-0.
- Re-purpose of Properties – Garry Spohn brought up the surplus property ordinance as it pertains to the selling of county vehicles. Instead of trading or selling an old vehicle for a new one, could other departments acquire the vehicle? Discussion. It was recommended that Gary verify the ordinance with the Administrator.
- Long Range Planning – Garry explained that he is currently working on long range planning for the county.
- Repurpose of Funds – Garry explained the 2020 re-purpose of funds in the amount of \$10,744.00 for Administration Center roofing project. Discussion. Motion by Mary Cook second by Pete Peterson to approve re-purpose of funds. Carried 4-0.
- Budget Adjustment – Garry explained the 2020 budget adjustment in the amount of \$41,500.00 for Justice Center improvement or repair projects. Discussion. Motion by Rod Sherwood second by Pete Peterson to approve budget adjustment. Carried 4-0.
- Rolling Hills Projects – Garry explained that the plumbing repairs are currently in process.
- Justice Center Projects – Garry explained that he is currently working on Justice Department and Sheriff Department remodels.
- Electrical Vault Leak – Garry explained the Justice Center electrical vault leak.
- The Buildings Manager Report was provided.
- Items for next month's agenda – Surplus Property Ordinance Review, Property Acquisition, Tax Delinquent Properties.
- Motion by Pete Peterson second by Rod Sherwood to adjourn the meeting at 1:12 p.m. Carried 4-0.

Shelley Bohl, Monroe County Clerk  
Recorder

*The minutes are not official until approved by the Property & Maintenance Committee at their next regular meeting.*