



# MONROE COUNTY BOARD OF SUPERVISORS

202 SOUTH K STREET, RM 1  
SPARTA, WISCONSIN 54656  
PHONE 608-269-8705  
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www.co.monroe.wi.us

## AMENDED NOTICE OF MEETING

**COMMITTEE:** PROPERTY & MAINTENANCE  
**DATE:** Wednesday, January 9, 2019  
**TIME:** 1:00 p.m.  
**PLACE:** 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 12/12/18 - (enclosure)
5. Mutual Agreement for Monroe County to Accept Tax Parcel 040-00594-0000, 042-00481-0000 and 040-001244-9900 via Quit Claim Deed in Lieu of Future Foreclosure for a Highway Right of Way Parcel
6. Tax Delinquent Properties
7. Relocation of Departments Housed in Annex B / Building D/Land Conservation building
8. Offer to Purchase Land Conservation Building
9. Justice Center
10. 206 South K Street
11. Rolling Hills Projects
12. Budget Adjustment/Line Item Transfer
13. Building Managers Report
14. Future Agenda Items
15. Adjournment

Dean Peterson, Committee Chair  
PROPERTY & MAINTENANCE COMMITTEE  
Date notices mailed: 01/04/2019

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.



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7. Relocation of Departments Housed in Annex B / Building D/Land Conservation building
8. Offer to Purchase Land Conservation Building
9. Accept Tax Parcels
10. Justice Center
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15. Future Agenda Items
16. Adjournment

Dean Peterson, Committee Chair  
PROPERTY & MAINTENANCE COMMITTEE  
Date notices mailed: 01/03/2019

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Property & Maintenance Committee  
December 12, 2018

Present: Pete Peterson, Rod Sherwood, Mary Cook, Dean Peterson, Douglas Path  
Others: Garry Spohn, Andrew Kaftan, Norwalk Village President/Mike Wiedl

- The meeting was called to order in the Tomah Chamber and Visitors Center at 1:00 p.m. by Chair Dean Peterson.
- Public Comment Period – None
- Set next meeting date/time – Wednesday, January 9, 2019 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 November 21, 2018 minutes. Carried 5-0.
- Relocation of Departments Housed in Annex B / Building D / Land Conservation Building – Jim Bialecki, County Administrator explained that Corporation Counsel is working on an offer to purchase.
- Courthouse Project – Garry Spohn explained that the courthouse project is completed. Human Services has moved in.
- Justice Center – Garry Spohn explained he will be bringing forth a budget adjustment in order to roll over remaining funds to 2019.
- 206 South K Street- Garry Spohn explained that demo has begun on the property. The goal is to have the project complete within one month.
- Rolling Hills Projects – Jim Bialecki, County Administrator explained that the Rolling Hills Committee will be looking at bringing forth a resolution for referenda.
- Tax Delinquent Properties – Garry Spohn provided an update on tax delinquent properties. The Village President of Norwalk, Mike Wiedl was present and is interested in parcel 161-000167-0000. Discussion. The property will be reviewed and placed on the agenda next month.

Rod Sherwood left the meeting at 1:44 p.m.

- The Building Managers Report was provided.
- Items for next month's agenda – Tax Delinquent Properties
- Motion by Mary Cook second by Pete Peterson to adjourn at 2:12 p.m. Carried 4-0.

Shelley Bohl, Monroe County Clerk  
Recorder

**Property & Maintenance Meeting**  
**January 9, 2019**  
**1:00PM**  
**Monroe County Assembly Room**

**Justice Center/Courthouse/Jail:**

- The well shut down parts have been ordered.
- Magnetic hold on doors in the Justice Center will now release during a fire alarm.
- We had flooding on 1<sup>st</sup> floor. The basement pump put out more water than the sewer line would handle. We need to test further to see if we have a plugged line or an engineering issue.
- We had 2 handicap operators installed at the Human Service entrance. We are waiting to get the power ran so that we can start using them.

**Rolling Hills:**

- We did have generator failure this month. I was able to bypass the automated controls and it started working normally after that.

**206 K Street**

- We are moving forward as fast as possible. We are trying to have the work completed for UW Extension to move mid-January.
- We have a new entrance door ordered.
- I thought we would be able to do the plumbing but found out that we needed to contract it out.

**Property Manager:**

- We had one employee retire as of January 2. We are working on filling that position from candidates that were previously interviewed.
- We have had a couple people that missed the tax delinquent deadline but would like to get their property back. They are planning to attend our meeting.
- Andy Kaftan plans to attend our meeting to help with any delinquent tax questions.