



MONROE COUNTY BOARD OF SUPERVISORS

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NOTICE OF MEETING

COMMITTEE: PROPERTY & MAINTENANCE
DATE: Tuesday, September 10, 2019
TIME: 12:00 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 08/14/19 - (enclosure)
5. Justice Center Projects
6. Justice Center Parking
7. Repurpose of Funds
8. Tax Delinquent Properties
9. 2020 Budget
10. Animals in County buildings
11. Building Managers Report
12. Future Agenda Items
13. Adjournment

Dean Peterson, Committee Chair
PROPERTY & MAINTENANCE COMMITTEE
Date notices mailed: 09/05/19

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
August 14, 2019

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

- 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 – Tuesday, September 10, 2019 at 12:00 p.m. in the Monroe County Board Assembly Room.
- Minutes Approval – Motion by Rod Sherwood second by Mary Cook to approve the 07/17/19 minutes. Carried 5-0.
- Justice Center Parking – Garry Spohn estimated that there would be 35 to 40 spaces available for cars in a parking lot in the green space located between the Justice Center and Courthouse. The retention pond was discussed. Garry will provide an estimate for a parking lot at the Justice Center location next meeting.
- Justice Center Projects – Garry Spohn explained that he is working on panic alarms in the Human Services Building. Within the next month, it is anticipated that panic buttons will be completed.

Garry explained that he is looking to proceed with the maintenance of two UPS units. There will need to be battery replacement in both the units. There was discussion on placing \$15,000.00 for next year's budget to fix one of the units. The same amount would be budgeted the next year for the remaining unit.

Garry explained that maintenance is exploring options to repair or replace light fixtures. Drivers for the existing lights are no longer available.

Garry explained that they are working on the final stages of the fire alarm panel.

- Office Space Needs – Garry Spohn explained office space need requests. Maintenance prioritization was discussed. Garry will let departments know where projects stand.
- Extension Parking Area – Garry Spohn explained that there was an error in the Extension parking area concrete. Garry is waiting a phone call back from the business owner.
- Tax Delinquent Properties - No Discussion.
- 2020 Budget – Garry Spohn provided his budget and outlined several items. Questions were answered.
 - Upgrade of 1999 maintenance truck
 - New Mower to be budgeted between four years
 - UPS Unit for Justice Center
 - Per Mar X Ray Machine
- The Buildings Manager Report was provided.
- Items for next month's agenda – Justice Center Parking
- Dean Peterson adjourned the meeting at 2:24 p.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk, Recorder

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