



MONROE COUNTY BOARD OF SUPERVISORS

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NOTICE OF MEETING

COMMITTEE: PROPERTY & MAINTENANCE
DATE: Wednesday, February 14, 2018
TIME: 1:00 p.m.
PLACE: Assembly Hall
112 South Court Street, 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 - (enclosure)
5. Buildings Manager Report
6. Sojourners Journey
7. Land Purchase Request
8. Justice Center Report and Change Requests
9. Line Item Transfer/Salter
10. Budget Adjustment
11. Request to use Courthouse lawn.
12. Door Lock/ Bob Smith
13. Parcel 048-00475-0000 Killdeer Property
14. Courthouse Project
15. Rolling Hills Rehabilitation Center
16. Tax Delinquent Properties
17. Future Agenda Items
18. Adjournment

Dean Peterson, Committee Chair
PROPERTY & MAINTENANCE COMMITTEE
Date notices mailed: 02/09/2018

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 10, 2018

Present: Dean Peterson, Douglas Path, Pete Peterson, Rod Sherwood, Mary Cook
Others: Garry Spohn, Jim Bialecki, Jeremiah Erickson, Mary Von Ruden, Andrew Kaftan, Linda Anderson, Todd Hanson, Mark VanWarmer

- 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 – February 14, 2018 at 1:00 p.m. in the Monroe County Board Assembly Room.
- Minutes Approval – Motion by Rod Sherwood second by Pete Peterson to approve the 12/13/17 minutes. Carried 5-0.
- The Buildings Manager Report was provided.
- Parcel 012-00116-0000 by Owner Request – Jeremiah Erickson provided members with a map of parcel 012-00116-0000. The parcel is located along Highway 12 in the Town of Grant. The issue is that the parcel doesn't currently meet the road right of way policy. Discussion. It would be recommended that the landowner have the parcel surveyed and separated in order for the committee to even consider. The parcel doesn't currently meet the road right of way policy.
- Parcel 048-00475-0000 Killdeer Property – Jeremiah Erickson explained that a description was prepared for two separate parcels as requested at last month's meeting. It was pointed out that the grandfather status would be lost. Corporation Counsel explained that a survey would need to be completed, title work and procedures should be taken before we change the parcel. A change could create a liability. Discussion.
- Nursing Home Water / Sewer Agreement – Andrew Kaftan explained that the Water/Sewer Agreement was mirrored from the original agreement with the City of Sparta. Andy provided suggestions for change and clarification. Discussion. Andy will work with Mr. Hellman from the City of Sparta to finalize the agreement.
- Justice Center Report and Change Requests – Garry Spohn explained change requests:
 - Elevator down time is currently being monitored
 - Fire Alarm system is being monitored
 - Water
 - Some Jail locks to be replaced
 - Panic Alarms
 - Cell phone boosters
 - Storage bench under judges
 - Mag lock door release
 - Boiler
 - Roll Up Doors
 - Assembly room doors
 - District Attorney outlet change
 - Signs
- Budget Adjustment – Garry Spohn explained budget adjustment in the amount of \$31,559.17 for courthouse remodel project for Human Services. Motion by Pete Peterson second by Rod Sherwood to approve budget adjustment. Carried 5-0.

- Toolcat Purchase – Garry Spohn explained that the toolcat would replace the New Holland Tractor. There were 3 bidders. Discussion. Motion by Douglas Path second by Mary Cook to accept the bid from St Joseph for 5 years based upon 150 hours per year including trade of the New Holland compact tractor, forks will also be purchased in the amount of \$568.00. The low bid on the salter is pending budget adjustment approval. Carried 5-0.
- Door Lock/Bob Smith – Garry Spohn explained quote with labor and lock in the amount of \$542.00. Discussion. The committee suggested that this item should be taken up with public safety for Medical Examiner coverage of the bill.
- Courthouse Project – The courthouse remodel is on track and is anticipated to be completed by this spring.
- Rolling Hills Rehabilitation Center – The bond rating should be available on January 16th. Pete Peterson explained that the Tomah City Council is willing to work with the county.
- Tax Delinquent Properties – Garry Spohn provided an update of tax delinquent properties to members.
- Items for next month's agenda – Tax Delinquent Properties
- Motion by Rod Sherwood second by Pete Peterson to adjourn at 3:20 p.m. Carried 5-0.

Shelley Bohl, County Clerk
Recorder

Property & Maintenance Meeting
February 14, 2018
Justice Center Assembly Hall
1:00 p.m.

Justice Center/Courthouse/Jail:

- Interstate Roofing came out with their lift and did find the leak at the Courthouse.
 - We are using all of the time that we can spare to work on the Courthouse project.
 - We are doing flooring removal, running cat 6 and the electrical ourselves. This is the only possible way to stay in budget.
 - We had a few samples tested to see if we had anything to be concerned about.
 - I had Brad Olson come out to look at adding a couple more electrical boxes.
 - I had Automatic door give me a quote on moving 2 door operators.
 - The 3 way/bypass valve was added in our cooling loop.
 - We had #2 post construction meeting.
 - We have 2 more broken windows in the jail.
 - We had another duress/panic alarm meeting.
 - The UPS service rep stopped out to set up our system for remote monitoring.
- 3rd floor walls studs are up and door frames installed.

Community Services Center:

- We changed some electrical because they had a breaker trip and their alarm did not work.

Rolling Hills:

- We set up a space for a backpack lunch program in the previous Sanitation/Zoning office.

Property Manager:

- Sojourners Journey will likely attend our meeting. They want to discuss the future of their space.
- We have a few people wanting to purchase our tax properties and one other.