



MONROE COUNTY BOARD OF SUPERVISORS

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NOTICE OF MEETING

COMMITTEE: PROPERTY & MAINTENANCE
DATE: Wednesday, March 14, 2018
TIME: 1:00 p.m.
PLACE: Tomah Chamber & Visitors Center
310 North Superior Ave. Tomah, WI 54660

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 - 02/14 & 03/07/18 (enclosure)
5. Buildings Manager Report
6. Downtown Count Campus Signs/Maps
7. Request to use ADRC Parking Lot for Summerfest
8. Door Access Control Requests
9. Justice Center Report and Change Requests
10. Parcel 048-00475-0000 Killdeer Property
11. Courthouse Project
12. Rolling Hills Rehabilitation Center
13. Tax Delinquent Properties
14. Future Agenda Items
15. Adjournment

Dean Peterson, Committee Chair
PROPERTY & MAINTENANCE COMMITTEE
Date notices mailed: 03/12/2018

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
February 14, 2018

Present: Dean Peterson, Douglas Path, Pete Peterson, Rod Sherwood, Mary Cook
Others: Garry Spohn, Jim Bialecki, Bob Micheel, Steve Peterson, Katie Bennett, Alison Elliott

- 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 – March 14, 2018 at 1:00 p.m., tentatively at the Tomah Chamber as the Assembly Room is not available due to installation of new audio equipment.
- Minutes Approval – Motion by Rod Sherwood second by Pete Peterson to approve the 01/10/18 minutes. Carried 5-0.
- Sojourners Journey – Katie Bennett was present and explained that they have been leasing from the county for the past six years and is grateful for the opportunity. Her concern is what is going to happen to the farm house once the Rolling Hills facility is vacated. Katie explained that she would be interested in buying the property. She is faced with having to move forward with alternate plans depending on how the county moves forward. It was explained that it would be approximately two years before a new facility was completed. Discussion.
- The Buildings Manager Report was provided.
- Rolling Hills Rehabilitation Center – Jim Bialecki asked committee members to allow a sub-committee to be formed to deal with gathering information and providing oversight on the Rolling Hills properties to include the county land. Suggested members are Steve Peterson, Bob Micheel, Alison Elliott and the County Administrator. The committee would report back to the Property & Maintenance Committee and it is anticipated to take two or three months. Discussion. Dean Peterson opened the floor for any members who would be interested in serving. The discussion continued. Motion by Douglas Path second by Rod Sherwood to move forward with the forming of the sub-committee, contingent upon the Monroe County Board Chair's approval. Carried 5-0.
- Land Purchase Request – Garry Spohn explained that there is a land purchase request for parcel #024-00521-5000 in the Town of Lincoln. Discussion. Motion by Douglas Path second by Rod Sherwood to place property out for sale. Carried 5-0.
- Justice Center Report and Change Requests – Garry Spohn explained change requests:
Panic Buttons - Garry explained that he is looking into using panic buttons that were previously used in the old facility. Additional buttons may have to be purchased.
No new requests have been submitted since the last meeting.
- Line Item Transfer – None
- Budget Adjustment – Garry Spohn explained 2018 budget adjustment in the amount of \$950.00 for Toolcat salter. Discussion. Motion by Rod Sherwood second by Mary Cook to approve budget adjustment. Carried 5-0.
- Request to use Courthouse Lawn – Garry Spohn explained that he had a request for renting of the courthouse lawn for a wedding. It was also mentioned the St. Patrick's would like to use the ADRC parking lot. Discussion. Garry will contact parties and get specific details regarding the events. It was a consensus that a policy should be set.

- Door Lock/Bob Smith – Garry Spohn explained that the Medical Examiner's Office will pay for the installation of door locks.
- Parcel #048-000475-0000 Killdeer Property – The floor was open for discussion. Motion by Rod Sherwood second by Mary Cook to split the two parcels as shown on the GIS System at the center of Killdeer, survey them and place them for sale. Discussion. Carried 4-1.
- Courthouse Project – Garry Spohn explained that the budget is being watched closely. A summary of expenses was given. Discussion. Parking is a concern. Members asked that the Administrator look into a few properties surrounding the Justice Center to see what the potential would be for adding parking.
- Tax Delinquent Properties – Garry Spohn explained that the South K Street property is being reviewed by our Corporation Counsel. The Town of Angelo may be interested in the property on Gateway Avenue. Discussion. Garry Spohn provided an update of the remaining tax delinquent properties.
- Items for next month's agenda – Tax Delinquent Properties
- Motion by Mary Cook second by Pete Peterson to adjourn at 3:09 p.m. Carried 5-0.

Shelley Bohl, County Clerk
Recorder

Property & Maintenance Committee
March 7, 2018

Present: Dean Peterson, Douglas Path, Pete Peterson, Rod Sherwood; Mary Cook absent.
Others: Garry Spohn, Jim Bialecki

- The meeting was called to order in the Rolling Hills Recreation Room at 1:00 p.m. by Chair Dean Peterson.
- Public Comment Period – None
- Consider Drywall Proposals – Garry Spohn provided one bid to members in the amount of \$70.00 per hour from Early Drywall. It was explained that the sheet rock is hung. The company would be completing the finishing work. Discussion. Motion by Rod Sherwood second by Pete Peterson to approve \$70.00 per hour out of the project fund in an amount not to exceed \$40,000.00. Carried 4-0.
- Items for next month's agenda – The March 14th regular committee meeting will be held at the Tomah Chamber.
- Motion by Rod Sherwood second by Douglas Path to adjourn at 1:15 p.m. Carried 4-0.

Shelley Bohl, County Clerk
Recorder

Property & Maintenance Meeting
March 14, 2018
Tomah Chamber and Visitor Center
1:00 p.m.

Justice Center/Courthouse/Jail:

- Most of our work this month has been done in the historical Courthouse building.
- 2 new electrical boxes have been installed on 3rd floor.
- New subfloor has been installed on about 75% of the area on third.
- About 40% of 2nd floor has had $\frac{3}{4}$ subfloor installed over carpet. It is working well. The carpet was an issue to remove and the quote for a company to remove it was \$3.00 per square foot.
- We have done all of the wiring that we could ourselves. The electrician is overseeing the work and doing what we can't.
- We had electrical and building inspection and 3rd floor and all was good.
- Drywall has all been hung and the finish crew has started taping seams.
- We moved the hot water heater to make room for an additional electrical service.
- We blew insulation in most of the wall cavities to help reduce sound transfer.
- The new flow meters were installed on the geothermal wells but we are experiencing some issues with accuracy.
- The pass card for using the elevator by the assembly hall is almost complete.
- Some parking spots in the Executive building lot have been changed to reserved. This keeps vehicles from being spread out which makes snow removal a challenge.

Property Manager:

- Jeremiah has the Killdeer property split as requested.
- The lady requesting the use of the Courthouse lawn chose a different location.
- We will be discussing the use of the Community Services Center parking lot for summer fest.
- We did tour the Haldeman building to see what potential it may have.
- I contacted the town of Angelo regarding the Gateway property. I am not sure if I will have a response from them this month.