



MONROE COUNTY BOARD OF SUPERVISORS

202 SOUTH K STREET, RM 1
SPARTA, WISCONSIN 54656
PHONE 608-269-8705
FAX 608-269-8747
www.co.monroe.wi.us

AMENDED NOTICE OF MEETING

COMMITTEE: PROPERTY & MAINTENANCE
DATE: Tuesday, September 11, 2018 *(Please note date change)*
TIME: 1:00 p.m.
PLACE: Monroe County Justice Center
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 08/08/18 & 08/29/18 - (enclosure)
5. Monroe County Smoking Ordinance
6. Relocation of Departments Housed in Annex B / Building D
7. Courthouse Project
8. Justice Center
9. Panic Alarm expansion
10. Rolling Hills Projects
11. Tax Delinquent Properties
12. Building Managers Report
13. Discuss purchase of property from Badger Housing Associates III, LLP to house Planning & Zoning, GIS and Forestry departments.

MOTION TO CLOSE under Sec. 19.85(1)(e) Wis. Stats. Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

MOTION TO RETURN TO OPEN, if session is closed

14. Future Agenda Items
15. Adjournment

Dean Peterson, Committee Chair
PROPERTY & MAINTENANCE COMMITTEE
Date notices mailed: 09/10/2018

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.



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13. Future Agenda Items
14. Adjournment

Dean Peterson, Committee Chair
PROPERTY & MAINTENANCE COMMITTEE
Date notices mailed: 09/07/2018

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
August 8, 2018

Present: Dean Peterson, Douglas Path, Pete Peterson, Rod Sherwood, Mary Cook
Others: Garry Spohn, Jim Bialecki, Andrew Kaftan, Mary Von Ruden, Barb Rice

- The meeting was called to order in the Tomah Chamber & Visitors Center at 1:05 p.m. by Chair Dean Peterson.
- Public Comment Period – None.
- Set next meeting date/time – Tuesday, September 11, 2018 at 1:00 p.m., in the Monroe County Assembly Room.
- Minutes Approval – Motion by Mary Cook second by Pete Peterson to amend minutes to reflect Judge Ziegler instead of Judge Radcliffe as being present and throughout the minutes. The 07/11/18 minutes as amended carried 5-0.
- Future Tax Delinquent Properties Policies – Current tax Delinquent Property Policies were discussed. It was the recommendation of the committee to not make any policy changes at this time.
- Relocation of Departments Housed in Annex B / Building D – Jim Bialecki explained that Extension will be moving into the South K Street Building as approved by County Board.
- Future of Buildings A, B, C and D at the Rolling Hills Complex – Jim Bialecki explained that members in the future will need to move forward on plans for the old Human Services and ADRC Buildings. Options could be to sell the property, demo the property or hold off on demolition until the Rolling Hills project is known. Discussion. It was a consensus of the committee to hold off with any decisions until spring. Jim explained that any associated costs would have to come from the General Fund. No levy funds are available.
- Lease Buy Options, Badger Housing Building – Jim Bialecki explained lease/buy options for the badger housing building. Discussion. The committee recommended that Jim look into purchase option.
- Building C/Sojourners Journey – Garry Spohn explained concerns over the current heating system. The committee discussed its plans to vacate the building per the Kueny Architect Plan for the buildings north of town. Discussion. It was recommended to provide a 60 to 90 day request to vacate the building.
- Courthouse Project – Jim Bialecki explained that the Human Services Department will be moving to the courthouse once the fiber and phone system is completed.
- Bullet Proof Glass/Sheriff – Garry Spohn explained the Justice Center bullet proof glass request and associated costs. Discussion. The request was denied by the committee.
- Justice Center Concrete Project – Garry Spohn explained pricing for concrete, sidewalks and parking in the rear of the building. Initial costs were estimated at \$28,000.00. One bid was received from Schroeder Construction in the amount of \$44,306.00. Discussion. Motion by Douglas Path second by Rod Sherwood to approve the concrete bid from Schroeder Construction with the exception that if a second bid is in Garry Spohn's mail today, the committee would take a second look at the bids. Carried 4-1.
- Justice Center – Garry Spohn explained that the geo thermal wells go through a heat exchanger, then to beaver creek. His concern is that there is a lot of water coming through and there is the potential that gaskets may go out and leak. If something would happen, flooding could occur. It is his recommendation to change the breaker to stop the flow of water. Discussion. Motion by

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

Pete Peterson second by Mary Cook to approve breaker change for an amount not to exceed \$4,000.00. Carried 4-1.

Garry Spohn explained that he had received a quote in the amount of \$36,600.00 for basement wall repair and drain. Discussion. The committee recommended to look into other alternatives.

- Rolling Hills Rehabilitation Center – Garry Spohn is collecting pricing for hot water plumbing repairs.
- Tax Delinquent Properties – Garry Spohn explained that the county has thirty six properties on the current delinquent list. Judgement is scheduled for September 4th, 2018. Garry discussed the property list with committee members. The committee will set August 29th at 9:00 a.m. as a property tour date.
- New Position Request – Garry Spohn explained that a custodian position is currently open along with an on-call position. He is looking to combine wages and create another Maintenance Technician Position. September 2018 would be the start date. It is anticipated that there will be a slight decrease to the levy. Discussion. Motion by Rod Sherwood second by Mary Cook to approve new position request. Carried 5-0.
- 2019 Budget – Garry Spohn explained the 2019 budget and answered questions.
 - Items highlighted on budget
 - Dump Trailer Purchase
 - Larger Mower Purchase
- The Building Managers Report was provided.
- Items for next month's agenda – Tax Delinquent Properties
- Motion by Pete Peterson second by Mary Cook to adjourn at 3:15 p.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk
Recorder

Property & Maintenance Committee
August 29, 2018

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

The meeting was called to order at the Hazmat Building/Tomah Shop at 9:00 a.m. by Chair Dean Peterson.

9:23 a.m. got to parcel 185-00041-0000 and 185-00041-5000 in the Village of Warrens. At 9:38 a.m. viewed land only, lot full of weeds Parcel # 185-01455-0106. At 9:40 a.m. went to parcels 185-01455-0252 and 185-01455-0253, open lots.

At 9:56 a.m. viewed another open lot parcel # 036-00112-5000 in the Town of Scott. At 10:01 a.m. two other empty lots parcel # 036-00128-2000 and 036-00128-3000.

At 10:26 a.m. parcel # 165-00045-0000 in the Village of Oakdale, West Woody Road right away. At 10:32 a.m. road right-away parcel #165-00063-0000. Then parcel # 030-00457-0000 in the Town of Oakdale, landlocked wetlands. East of Oakdale on HWY 12, approximately .5 miles.

At 10:47 a.m. in the City of Tomah at parcel # 286-00319-0000, Juneau Street. At 10:53 a.m. parcel # 286-02650-5000 road right-away both sides of Highway 12. Also parcel # 042-00216-9000 in the Town of Tomah near E Clifton/Sime Ave Tomah.

11:38 a.m. Norwalk building parcel # 161-00167-0000.

12:00 p.m. parcel # 151-00014-0000. At 12:04 p.m. parcel # 151-00047-0000 both in Melvina, had lunch.

At 1:32 p.m. parcel 281-00065-0000 in the City of Sparta, garage and lot only. At 1:37 p.m. parcel # 281-00941-0000, house. At 1:40 p.m. parcel # 281-01794-0000, office downtown Sparta. At 1:45 p.m. parcel # 281-02083-0000, viewed property. At 1:56 p.m. parcel # 281-02657-0000 lot only.

Arrived back to Tomah Hazmat building p.m. at 2:18 p.m. Rod made a motion and Mary seconded it to take all properties. Passed 5-0.

Pete made a motion to adjourn and Rod seconded it.

Monroe County District 9 Supervisor
Doug Path
Recorder

Property & Maintenance Meeting
September 12, 2018
1:00PM
Assembly Hall

Justice Center/Courthouse/Jail:

- We have passed the final electrical inspection. The City still will do a final before move in.
- I expect that we will soon be putting some of the desks in place.
- The concrete project should be underway by the time we meet.
- I have the most critical work done on the panic system. The rest will follow.
- I am still working on the door release issues.
- I have been working on the next gen 911 and the radio booster with Randy. He is leading but I assist as needed.
- I have been working with multiple vendors to find the reason for the water drips in the Clerk of Courts office. I believe a final fix is near.

Rolling Hills:

- We did get quotes on plumbing repairs.
- We are getting quotes to replace some damaged pipe insulation

Admin Center:

- I received an estimate on roof replacement for the Admin Center.

Property Manager:

- We have purchased the property located at 206 South K Street. I have been working with the extension office to evaluate changes.
- We will probably be interviewing to fill our new position between Sept. 14th and Oct. 1st.
- I went to the Courthouse Security meeting. We discussed progress of the changes they requested.

Sec. 2-537. - Prohibited in county buildings or vehicles; penalty.

- (a) *Prohibited.* Smoking shall hereby be prohibited within 50 feet of the entrance of any building owned or operated by the county. This shall also include vehicles owned or leased by the county. Exempted from this section shall be county-owned park grounds and specific designated resident smoking areas at Rolling Hills Rehabilitation Center and Special Care Home, exempted only for the purpose of resident use.
- (b) *Penalty.* Any person violating this section shall be subject to forfeiture as provided in section 1-15.

(Code 1986, § 2.03; Ord. No. 86-76; Ord. of 3-3-1999; Ord. No. 2-05-5)