



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

NOTICE OF MEETING

AMENDED

COMMITTEE:
DATE:
TIME:
PLACE:

PROPERTY & MAINTENANCE
Wednesday, February 8, 2017
1:00 p.m.
Rolling Hills Main Hall – 1st Floor Recreation Room
14345 County Highway B 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 – 01/11/2017 (enclosure)
5. Buildings Manager Report
6. Strategic Plan
7. Gundersen Building
8. Citizens Bank Building
9. Tax Delinquent Properties
10. *Obtain Tax Parcel 286-01274-9000 via QUIT CLAIM DEED (ACTION)*
11. Resolutions/Land Sale
12. Justice Center
13. Future Agenda Items
14. Adjournment

Dean Peterson, Committee Chair
PROPERTY & MAINTENANCE COMMITTEE
Date notices mailed:02/07/2017

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 11, 2017

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

Others: Garry Spohn, Jim Bialecki, Laura Moriarty, Sharon Nelson, Ron Hamilton, Jon Wallenkamp, Tina Osterberg, Andrew Kaftan, Sharon Nelson, Ron Hamilton

- The meeting was called to order in Rolling Hills Recreation Room at 1:00 p.m. by Chair Dean Peterson.
- Public Comment Period – None.
- Set next meeting date/time – February 8, 2017 at 1:00 p.m. in the Rolling Hills Recreation Room.
- Minutes Approval – Motion by Mary Cook second by Rod Sherwood to approve the 12/14/16 minutes. Carried 5-0.
- The Buildings Manager Report was provided.
- Strategic Plan – Jon Wallenkamp provided an updated facilities master plan recommendation. The Gundersen Clinic facility was discussed. Senior Services and Aging & Disability and Health Department are anticipated to be moved into the facility. Engineering floor plans would cost between \$800.00 – \$1,200.00. Master floor plans for the courthouse were suggested to see if Human Services would fit. Discussion. Jon will come up with a proposal for the cost of floor plans for the Courthouse Building. Motion by Rod Sherwood second by Pete Peterson to spend an amount not to exceed \$1,200.00 for Gundersen Clinic master floor plans. Discussion. Carried 5-0.
- Gundersen Building – Gundersen Clinic closing date is set in March of 2017.
- Citizens Bank Building – Garry Spohn explained a plan is being set and will be handled in house. Gundersen Behavioral Health is terminating its lease as of February 28, 2017. Finance, Personnel, Administrator and Information Systems are anticipated to acquire the building.
- Tax Delinquent Properties – Andrew Kaftan, Corporation Counsel was present to explain right of first refusal. Discussion. Motion by Rod Sherwood second by Pete Peterson to have Corporation Counsel send a letter to Jay Carmichael regarding right of first refusal for parcel #006-000583-5000. Carried 5-0.

Motion by Pete Peterson second by Mary Cook to reject bid for parcel #006-000583-5000. Carried 5-0.

Motion by Rod Sherwood second by Mary Cook to place parcels 286-01472-0000, 026-01446-5000 and 286-00831-0000 back in the paper. Carried 5-0.

Motion by Rod Sherwood second by Pete Peterson to place Warren's parcels #185-01455-0257, 185-01455-0258, 185-01455-059, 185-01455-0260 and 185-01455-0261 out on the Wisconsin Surplus website. Carried 5-0.
- Justice Center – Garry Spohn showed food tray door locks to members. They are not covered by warranty. Discussion. Part of the sprinkler heads have been replaced.
- Open Positions – Garry Spohn explained open positions. The shared Public Works employee may come to an end. This has been a topic of discussion also with the Highway Committee.
- Budget Adjustment – None.

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

- Repurpose of Funds – None.
- Equipment Purchase – Garry Spohn explained that he is looking to purchase a tractor brush. Currently a brush is being demonstrated. The monies were approved last month.
- Items for next month's agenda – Tax Delinquent Properties
- Motion by Pete Peterson second by Mary Cook to adjourn at 2:19 p.m. Carried 5-0.

Shelley Bohl, County Clerk
Recorder

Property & Purchasing Meeting
January 11, 2017
Rolling Hills Rec Room
14345 County Highway B
1:00 p.m.

Justice Center/Courthouse/Jail:

1. The sprinkler heads project will be complete today.
2. The food tray door deadbolts have been installed.
3. We have 2 large window to replace. (\$2,672.00)
4. We installed a curtain across one of the areas to prevent one cell from looking into the other. It had a pipe rod which was not heavy enough so we used square tubing.
5. I have been trying to go to all of the building meetings. We are discussing concerns and resolving problems asap to keep the project on schedule. So far so good.
6. We have transition meetings twice each month to prepare for the move when the Justice building is complete.

Citizens Bank Building:

-We meet again on Thursday to discuss the layout.

Rolling Hills:

- The fire alarm should be completed this week followed by an inspection.
- We continue to have plumbing issues. They have gotten worse. A decision on our future plans is critical.

CSC Building:

-We should have a layout for the Gundersen building by the time we meet.

Property Manager:

- We have bids on the final Warrens properties.
- We will be discussing the future of the shared public works position at the Administration and Personnel meeting.
- Our new tractor has been ordered and should be here within a couple weeks. We are currently using their demo unit.
- Our toolcat trade will be a bit later because of some delays in getting it ordered. They will not charge for any hours after our 1 year anniversary.
- I met with the previous owner of the Pine Street property. He is removing his belongings.

Mutual Agreement for Monroe County to Accept Land via Quit Claim Deed in Lieu of Foreclosure for Tax Parcels that are Entirely Public Road Right of Way or are Remnants Form

Monroe County will accept land via said Quit Claim Deed under the following conditions:

1. The cost of foreclosing on the property will exceed the costs associated with acquiring it via Quit Claim Deed.
2. The property is entirely public road right of way or is a remnant parcel as defined by the adopted policy on remnants.
3. The owners of adjoining properties to the tax parcel in question are not interested in the property.
4. If the public right of way is not designated as a County, State, or United States Highway and the local municipality is not interested in the property.
5. The tax parcel owner decides voluntarily to Quit Claim the subject tax parcel to Monroe County rather than wait for Monroe County to acquire it in rem foreclosure upon their choice to stop paying taxes on the subject tax parcel and being notified of our policy.

IT IS THE RESPONSIBILITY OF THE PROPERTY OWNER TO HAVE THE FOLLOWING SECTION COMPLETED AND RETURNED TO THE MONROE COUNTY REAL PROPERTY COORDINATOR (contact information on back of page). UPON COMPLETION THE REAL PROPERTY COORDINATOR WILL PRESENT THIS FORM TO THE MONROE COUNTY PROPERTY AND PURCHASING COMMITTEE. AT THEIR DISCRETION THEY WILL DECIDE IF IT IS IN MONROE COUNTY'S BEST INTEREST TO ACCEPT THE PROPERTY. UPON COMMITTEE APPROVAL WE WILL CONTACT YOU IN ORDER TO COMPLETE A QUIT CLAIM DEED.

PROPERTY OWNER CONTACT INFORMATION:

Name: Hiawatha Parks Inc., Garold A. Sime, Sec./Treas.

Address: P. O. Box 50

Phone/Email: Tomah, WI 54660

Real property tax parcel numbers: (Can be obtained from tax bill or county website)

286 - 01274 - 9000

Check box if additional tax parcels are involved and write them on back of form.

I, the undersigned, attest before a notary that I decided on my own free will to stop paying taxes on the aforementioned tax parcel(s); I have voluntarily decided to quit claim my property to Monroe County in lieu of foreclosure; and I have asked the owners of adjoining properties and the local municipality, when applicable, and neither are interested in acquiring the aforementioned tax parcels.

x Garold A. Sime
 Property Owner (Current title holder, trustee, or authorized agent of LLC, etc.)

Date: Jan. 19, 2017

Hiawatha Parks, Inc. Garold A. Sime, Sec. Treas.

Print Name

Robert G. Handy
 Robert G. Handy

NOTARY ACKNOWLEDGMENT

STATE OF Wisconsin)
) SS
 COUNTY OF Monroe)

JoAnne Flock
 JoAnne Flock

Hal L. Handy
 Hal L. Handy

Subscribed and sworn before me on Jan 19 2017

Jessica Probertson
 Notary Public, State of
 My Commission expires Feb 12 2018





2016 Real Estate Tax Summary

02/07/2017 08:40 AM

Page 1 Of 1

Parcel #: 286-01274-9000
 Alt. Parcel #: 20118-32-3419000

CITY OF TOMAH
 MONROE COUNTY, WISCONSIN

Tax Address:
 HIAWATHA PARKS INC
 ROBERT G. HANDY, ET AL
 PO BOX 50
 TOMAH WI 54660

Owner(s): O = Current Owner, C = Current Co-Owner
 O - HIAWATHA PARKS INC
 C - HANDY, ROBERT G.
 C - FLOCK, JO ANNE
 C - HANDY, HAL L.

Districts: SC = School, SP = Special

Type	Dist #	Description
SC	5747	TOMAH SCHOOL DIST
SP	8020	LAKE DISTRICT #8020

Property Address(es): * = Primary

Legal Description: Acres: 0.510
 THE E 33' OF THE S 918.5', BEING PRT OF
 THE E 1/2 OF SE 1/4 OF SW 1/4, EXC THE S
 241'; (THIS IS CTH E R/W)

Parcel History:

Date	Doc #	Vol/Page	Type
12/06/2011	619125		TRSTD
05/31/2000	487289	316R/309 35R/500 28R/253	WD

Plat: * = Primary
 * C199-3CSM199

Tract: (S-T-R 40% 160% GL) **Block/Condo Bldg:**
 32-18N-01W SE SW

Tax Bill #:	2598	Net Mill Rate	0.023545328	Installments		
		Gross Tax	2.52			
		School Credit	0.15			
		Total	2.37	1	01/31/2017	2.37
Land Value	100	First Dollar Credit	0.00	2	03/31/2017	0.00
Improve Value	0	Lottery Credit	0.00	3	05/31/2017	0.00
Total Value	100	Net Tax	2.37	4	07/31/2017	0.00
Ratio	0.9499					
Fair Mrkt Value	100					

	Amt Due	Amt Paid	Balance	
Net Tax	2.37	2.37	0.00	
Special Assmnt	0.00	0.00	0.00	
Special Chrg	0.00	0.00	0.00	
Delinquent Chrg	0.00	0.00	0.00	
Private Forest	0.00	0.00	0.00	
Woodland Tax	0.00	0.00	0.00	
Managed Forest	0.00	0.00	0.00	<i>Municipality is not settled</i>
Prop. Tax Interest		0.00	0.00	<i>Amount Paid may not be current</i>
Spec. Tax Interest		0.00	0.00	
Prop. Tax Penalty		0.00	0.00	
Spec. Tax Penalty		0.00	0.00	
Other Charges	0.00	0.00	0.00	
TOTAL	2.37	2.37	0.00	
Over-Payment		0.00		

Notes:

Payment History: (Posted Payments)

Date	Receipt #	Source	Type	Amount	GPT	SA	Int.	Pen.	Total
01/30/2017	9930	M	T	2.37	N	N	0.00	0.00	2.37

Key: Balance Code: D - Delinquent, P - Postponed, N - No Balance
 Payment Source: C - County, M - Municipality
 Payment Type: A - Adjustment, L - Lottery, R - Redemption, T - Tax