



# MONROE COUNTY BOARD OF SUPERVISORS

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## NOTICE OF MEETING

COMMITTEE:

DATE:

TIME:

PLACE:

PROPERTY & MAINTENANCE

Wednesday, June 14, 2017

1:00 p.m.

Rolling Hills Main Hall – 1<sup>st</sup> 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 05/10/2017- (enclosure)
5. Buildings Manager Report
6. Project Representative Update
7. Request to allow chickens at Sojourners Journey
8. Strategic Plan
9. Building A/HHS
10. Courthouse
11. Rolling Hills Rehabilitation Center
12. 315 West Oak
13. Request to donate land to County
14. Tax Delinquent Properties
15. Budget/Long range plan
16. Future Agenda Items
17. Adjournment

Dean Peterson, Committee Chair  
PROPERTY & MAINTENANCE COMMITTEE  
Date notices mailed: 06/08/2017

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  
May 10, 2017

Present: Dean Peterson, Douglas Path, Pete Peterson, Rod Sherwood, Mary Cook  
Others: Garry Spohn, Jim Bialecki, Linda Anderson, Member of the Public.

- 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 – June 14, 2017 at 1:00 p.m. in the Rolling Hills Recreation Room.
- Minutes Approval – Motion by Rod Sherwood second by Pete Peterson to approve the 04/12/17 minutes. Carried 5-0.
- The Buildings Manager Report was provided.
- Strategic Plan – No Discussion.
- Building A/Health & Human Services – No Discussion.
- Courthouse – Garry Spohn explained that floor plans have been completed. It is anticipated that it will cost approximately \$5 million to remodel the courthouse. Discussion.
- Rolling Hills Rehabilitation Center – Jim Bialecki explained that a feasibility study was completed on the Rolling Hills building. The study will be presented to the full Monroe County Board. Linda Anderson further explained the architect RFP process. Current building inadequacies along with building a new skilled nursing facility were explained. Discussion.
- 315 W. Oak Street, ADRC & Health Building – Garry Spohn explained that only one renovation bid was received. Progress continues. Ron Hamilton is looking into the potential of replacing the parking lot with grant monies.
- Request to donate land to County – Garry Spohn explained the request to have parcel #185-01455-0169 & #185-01455-0278 donated to the county by the current landowner. Discussion. It was suggested to speak with Andy on whether or not to have a title search concluded.
- Tax Delinquent Properties – Garry Spohn explained that there were 3 bids received for parcel #006-00053-5000. Bids were opened and are as follows:

Kurt & Jill Rutlin	\$25,000.00
Karl & Kathy Reimann	\$ 5,200.00
William & Kathleen Hayman	\$ 1,827.00

Motion by Douglas Path second by Mary Cook to accept high bid by Kurt & Jill Rutlin in the amount of \$25,000.00. Carried 5-0.
- Items for next month's agenda – Request to donate land to County, Tax Delinquent Property, Sojourner's Request, Justice Center Representative Report, Maintenance Budget.
- Motion by Rod Sherwood second by Douglas Path to adjourn at 2:29 p.m. Carried 5-0.

Shelley Bohl, County Clerk  
Recorder

**Property & Purchasing Meeting**  
**June 14, 2017**  
**Rolling Hills Rec Room**  
**14345 County Highway B**  
**1:00 p.m.**

**Justice Center/Courthouse/Jail:**

- We had the annual maintenance done at the jail this month. Secure Control did all of the updates and made some adjustments.
- We helped move the Sheriff and Dispatch this month.
- A list is being made of all items that need to be take care of by our department at the end of the project. It should be much cheaper than doing change orders.

**Citizens Bank Building (Executive Building)/Clinic Building:**

- We met with a sign company to get some quotes for signage for the County.
- We have been meeting every week to keep on track with moving into the building on time.
- By the time we meet the painting should be complete and the carpet installed.
- We will start moving staff to the building on the 19<sup>th</sup>.

**Rolling Hills:**

- We tested our LP vaporizer system and found a few problems. We have most of them fixed.
- We have the chillers cleaned and running.
- I participated in the Rolling Hills architect interviews.

**CSC Building:**

- We have made a few HVAC repairs.
- Soon we will be cleaning all of the condensers. We normally wait until the Cottonwood has quit blowing.

**Property Manager:**

- We hired a preventive tech. He applied and was hired to fill the open maintenance tech position. We are in the process of filling the preventive tech position again.
- We will again be considering a request to take back two properties in Warrens.
- We have a custodian out on medical leave.