



MONROE COUNTY BOARD OF SUPERVISORS

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NOTICE OF MEETING

COMMITTEE: PROPERTY & MAINTENANCE
DATE: Wednesday, October 11, 2017
TIME: 1:00 p.m.
PLACE: Assembly Hall
112 South Court Street, Sparta

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 - (09/06/2017 and 09/13/2017)
5. Buildings Manager Report
6. Justice Center Report
7. Road Parcel/Peterson Property (Jeremiah Erickson)
8. Re-Purpose of Funds
9. Courthouse Project
10. Rolling Hills Rehabilitation Center
11. Tax Delinquent Properties
12. Petit Property Donation
13. Strategic Plan
14. Parcel 020-00429-1500 Offer to Purchase
15. Vending Machine contract
16. Future Agenda Items
17. Adjournment

Dean Peterson, Committee Chair
PROPERTY & MAINTENANCE COMMITTEE
Date notices mailed: 10/06/2017

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
September 6, 2017

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

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

Met at Tomah 1721 Winnebago Ave

Tour started at 9:01 a.m.

9:19 a.m. we got to parcel number 048-00054-0000; 10:12 a.m. at parcel number 032-00707-5000 house and land

11:09 a.m. parcel 281-00787-5000 land only

11:16 a.m. parcel 281-00791-0000 house in Sparta

11:22 a.m. parcel 281-01061-0000 a lot only land

11:28 a.m. parcel 281-00542-0000 another house in Sparta

11:38 a.m. parcel 004-00811-0000 house in the town of Angelo

11:59 a.m. parcel 004-00532-9400 house in town of Angelo with garage in back

12:21 p.m. tour was over and back at 1721 Winnebago Ave Tomah.

Motion by Rod second by Mary to take all parcels looked at during tour. Motion passed 5-0.

Motion by Mary second by Rod to sell parcel number 008-00150-6000 to the Town of Clifton. Motion passed 5-0.

Motion by Pete seconded by Rod to take road ditch parcels 006-00443-0000 also 030-00452-6000, 032-00077-3000, 040-00636-1000, 040-00620-3000. Motion passed 5-0.

Pete made a motion to adjourn. Rod seconded. Motion passed 5-0 at 12:50 p.m.

Monroe County District 9 Supervisor
Doug Path

Property & Maintenance Committee
September 13, 2017

Present: Dean Peterson, Douglas Path, Pete Peterson, Rod Sherwood, Mary Cook
Others: Garry Spohn, Jim Bialecki, Jeremiah Erickson, Kurt Marshaus

- 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 – October 11, 2017 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 08/09/17 minutes. Carried 5-0.
- The Buildings Manager Report was provided.
- Project Representative Update – Kurt Marshaus presented the Justice Center project update and answered questions.
- Road Parcel – Jeremiah Erickson explained that current landowners for parcel #111-00361-0052 want to assign their parcel to the county in lieu of foreclosure. What is unique about this parcel is that it is not technically a remnant parcel. Discussion. Motion by Rod Sherwood second by Pete Peterson to accept parcel #111-00361-0052 in lieu of foreclosure. Discussion. Carried 5-0.
- Budgetary Adjustment – Garry Spohn explained the 2017 budget adjustment in the amount of \$80,000.00 from the 48 Addition façade to use for the Courthouse wiring project. Discussion. Motion by Mary Cook second by Pete Peterson to approve budget adjustment. Discussion. Carried 5-0.
- Re-Purpose of Funds - Garry Spohn explained the 2017 Re-Purpose of Funds in the amount of \$31,559.17 from the Strategic Master Facility Plan to be used for remodeling of the Courthouse for the Human Services Department. Motion by Douglas Path second by Pete Peterson to approve re-purpose of funds. Discussion. Carried 5-0.
- Strategic Plan – It has been proposed to move Human Services into the Courthouse.
- Rolling Hills Rehabilitation Center – Pete Peterson provided a tour update of facilities visited on September 1, 2017. Members visited both the Christian Community Home of Osceola and Grace Lutheran Foundation of Altoona.
- Tax Delinquent Properties – Garry Spohn provided an update of tax delinquent properties.
- Items for next month's agenda – Tax Delinquent Properties.
- Motion by Pete Peterson second by Rod Sherwood to adjourn at 3:10 p.m. Carried 5-0.

Shelley Bohl, County Clerk
Recorder

Property & Maintenance Meeting
October 11, 2017
Justice Center Assembly Hall
1:00 p.m.

Justice Center/Courthouse/Jail:

- As you all know we spent a lot of time this month preparing for the Grand Opening.

-We are still busy with repairs and changes.

-I have been working with Ron Hamilton to prepare plans so that changes can be made before Human Services moves in.

We had the same vendor that did the other grass work complete the landscaping around the South Parking lot.

A group of us have been meeting to find the best method to integrate the duress system.

Community Services Center:

-Paving is expected to be done soon.

Rolling Hills:

-We have switched from the small steam boiler to one of the larger boilers.

-My staff helped with fire training this month. The training was offered to all County Departments.

CSC Building:

-I talked to DHIA explaining that Building "A" may be closed by April 1 and that he should start looking for a new office.

Executive Center:

-We had a furnace fail this month. You will be voting on a re-purpose of funds to fund a replacement furnace.

Property Manager:

-We have completed work on the Budget. I worked with Tina and Jim to plan for changes in 2018.

Notice of Re-Purpose of Funds

MONROE COUNTY

Unanticipated Change of What Funds Were Budgeted For

Date: 10/5/2017
 Department: Maintenance
 Amount: \$ 3,000.00
 Budget Year Amended: 2017

Explanation/Reason funds are being re-purposed and affect on Program:
 (If needed attached separate brief explanation.)

These funds are part of the non lapsing long range expense account. One of the furnaces in the Executive Center has failed. It is an older furnace that was scheduled for replacement in 2018. Because it has failed we will need to move up the replacement to 2017.

Original Budgeted Line's Purpose:

<u>Account #</u>	<u>Account Name</u>	<u>Original Purpose</u>	<u>New Purpose</u>	<u>Amount to Re-Purpose</u>
117100169 581050	HVAC-Fixed Equipment	HVAC	HVAC	\$ 3,000.00
Total Adjustment				

Department Head Approval: _____

Date Approved by Committee of Jurisdiction: _____

Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: _____

Date Approved by County Board: _____

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: _____