



# MONROE COUNTY BOARD OF SUPERVISORS

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## NOTICE OF MEETING

COMMITTEE:  
DATE:  
TIME:  
PLACE:

PROPERTY AND PURCHASING  
Wednesday, 1-13-2016  
1:00 p.m.  
Room 220/48 Building  
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 – 12/09/2015 (enclosure)
5. Buildings Manager Report
6. Strategic Plan
7. Gundersen Tour from December 8, 2015
8. Building Security at Building A/Health and Human Services building and other.
9. Justice Center Discussion and Update
10. Light fixture bids
11. Tax Delinquent Properties
12. Equipment
13. Credit Cards
14. Future Agenda Items
15. Adjournment

Dean Peterson, Committee Chair  
PROPERTY AND PURCHASING COMMITTEE  
Date notices mailed: 01/08/16

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 & Purchasing Committee  
December 9, 2015

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

- The meeting was called to order in the Rolling Hills Room #220 at 1:00 p.m.
- Public Comment Period – None
- Set next meeting date/time – January 13, 2016 at 1:00 p.m. in Rolling Hills Room #220
- Minutes Approval – Motion to approve 11/17/2015 minutes by Rod Sherwood second by Douglas Path. Carried 5-0.
- Buildings Manager Report was given
- Strategic Plan – Garry Spohn explained that Kueny Architects have been continuing to look at buildings. Mechanical reviews have yet to take place.
- Gundersen Tour from December 8, 2015 – Garry Spohn explained that a tour was conducted at the Gundersen Building. The floor plan and utility bills were discussed.
- Building Security at Building A/Health and Human Services Building and Other – Rod Sherwood explained that Social Workers are concerned with safety. Rod suggested a security guard for the time being until the strategic plan is completed. Property security measures were discussed. The committee feels that the hiring of security personnel should be brought through the committee of jurisdiction, Human Services.
- Justice Center Discussion and Update – Garry Spohn explained the need for spare parts for the new Justice Center. Discussion. Motion by Gene Treu second by Rod Sherwood to recommend the use of jail assessment funds for new justice center spare parts. Discussion. Carried 5-0. The committee discussed that currently there is no storage for the tractor or snow equipment. It was suggested to use the sally port for storage. Propane gas was discussed.
- Tax Delinquent Properties – The committee discussed 2015 in rem tax delinquent properties that the county has acquired.

Motion by Douglas Path second by Gene Treu to recommend Andrew Kaftan to take the following parcels: #141-00074-0000, #161-00014-0000, #281-00004-0000 and send a vacate notice to parcel #286-01472-0000. Discussion. Carried 5-0.

Motion by Gene Treu second by Rod Sherwood to advertise all remaining 2014 & 2015 in rem parcels at fair market value:

026-00920-5000
026-01375-0000
026-00832-8000
026-00830-6000
012-00148-2000
012-00057-7501
185-01384-0000
185-00351-5000
024-00769-9000
020-00077-2500
020-00089-2500

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

286-02170-0000
030-00160-5000
165-00153-0001
141-00197-0000
141-00196-0000
048-00475-0000
038-00145-0000
038-00147-0000
038-00655-5000
032-00484-5000

Discussion. Carried 5-0.

- Equipment – Garry Spohn explained that the Tool Cat was placed into the 2016 budget. Discussion. Garry will place a requisition in the system for the purchase of a Tool Cat in 2016.
- Budget Adjustment/Line Item Transfer – Garry Spohn explained the need to carry \$10,000.00 from 2015 to 2016 for the court street parking lot expansion project. Motion by Gene Treu second by Mary Cook to approve budget adjustment. Carried 5-0.
- Items for next month's agenda – Delinquent Tax Properties, Justice Center Update, Strategic Plan, Building Security, Gundersen Building.
- Motion by Gene Treu second by Mary Cook to adjourn at 3:12 p.m. Carried 5-0.

Shelley Bohl, County Clerk  
Recorder