



MONROE COUNTY BOARD OF SUPERVISORS

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NOTICE OF MEETING

COMMITTEE: PROPERTY & MAINTENANCE
DATE: Wednesday, January 13, 2021
TIME: 4:00 p.m.
PLACE: Meeting will begin at 219 West Oak Street, Sparta for a tour
Next we will tour 212 Jefferson Ave.
The regular meeting will begin at 4:30 p.m. at the address below
Monroe County Assembly Room
112 South Court Street (South Entrance)
Sparta, WI 54656

PLEASE NOTE: A quorum of the Monroe County Board or other committees may be present at the tour locations. No business of the County Board or other committees will be conducted at the location. The gathering is for purposes of viewing the location only. Decisions will be made at the regular meeting portion that begins at 4:30 p.m.

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 12/09/20 - (enclosure)
5. Tax Delinquent Properties
6. Defibrillator
7. Property Discussion/Torkelson Properties 211 W Oak & 212 Jefferson St and 219 W Oak (Closed Session)

Discussion of the merits of purchase and the offer to purchase of properties at 211 W Oak St. and 212 Jefferson St. owned by Torkelson Properties LLC and property located at 219 W Oak Street in Sparta. All or a portion of this item may be held in closed session under:
Wisconsin Statute Sec. 19.85(1)(e) 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.
8. Rolling Hills
9. Vehicle acquisition
10. Budget Adjustment/Line Item Transfer
11. Building Managers Report
12. Future Agenda Items
13. Adjournment

Cedric Schnitzler, Committee Chair
PROPERTY & MAINTENANCE COMMITTEE
Date notices mailed: 01/08/2021

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
December 9, 2020

Present: Cedric Schnitzler, Adam Balz, Mary Cook, Wallace Habegger, Mark Halverson, Remy Gomez
Others: Garry Spohn, Tina Osterberg, Wallace Habegger, Bob Micheel, Members of the Public

- The meeting began at the Torkelson Funeral Home at 211 West Oak Street for a tour at 4:00 p.m.
- At 4:30 p.m. the meeting portion was called to order in the Monroe County Assembly Room by Chair Cedric Schnitzler.
- Public Comment Period – None.
- Monthly Meeting Date/Time – Wednesday, January 13, 2021 at 4:00 p.m. in the Monroe County Board Assembly Room.
- Minutes Approval – Motion by Mary Cook second by Mark Halverson to approve the 11/11/2020 minutes. Carried 5-0.
- Tax Delinquent Properties –

Town of Angelo Parcel #004-00440-0000 – Garry Spohn explained that no bids were received.

City of Sparta Parcel #281-00234-4000 – Garry Spohn explained four bids were received. Sealed bids were opened by Chair Schnitzler.

Bruce Hoekstra	\$4,800.00
B Edward's Professional LLC	\$10,100.00
TKN Income Trust	\$4,800.00
Scott Thomas & Steven Gordon	\$5,300.00

Motion by Remy Gomez second by Mary Cook to accept high bid in the amount of \$10,100.00 from B Edward's Professional LLC and forward to the full board for approval. Discussion. Carried 5-0.

Parcel #032-00692-5000 – Garry Spohn explained that one bid was received. The sealed bid was opened by Chair Schnitzler. The bid was from Pete Opsahl in the amount of \$560.00. Motion by Mary Cook second by Mark Halverson to accept the bid in the amount of \$560.00 from Pete Opsahl and forward to the full board for approval. Discussion. Carried 5-0.

Parcel #286-00167-0000 – Garry Spohn explained that one bid was received. The sealed bid was opened by Chair Schnitzler. The bid was from Christopher Divyak in the amount of \$112,513.00. Motion by Adam Balz second by Remy Gomez to accept high bid in the amount of \$112,513.00 from Christopher Divyak and forward to the full board for approval. Discussion. Carried 5-0.

Motion by Mark Halverson second by Mary Cook to advertise remaining tax delinquent parcels. Carried 5-0.

Motion by Remy Gomez second by Adam Gomez to place parcels #281-02393-0000 & 281-00166-5000 out for bid after the first of the year. Carried 5-0.

- Defibrillator – Garry Spohn provided members with a listing of locations that currently have defibrillators and those departments with needs for defibrillators.
- Justice Center Projects/Electrical Vault – Garry Spohn explained that one leak remains. This will be fixed in the spring. The main problem has been resolved.

- Awning at Justice Center – Committee members viewed the awning at the Justice Center. Motion by Remy Gomez second by Mark Halverson to choose the awning color of burgundy. Carried 5-0.
- Property discussion/Torkelson Properties – Chair Schnitzler explained that committee members toured the Torkelson Property at 4:00 p.m. today. The floor was opened for discussion. Motion by Remy Gomez second by Adam Balz to forward a discussion on the Torkelson Properties to include the corner house for sale to the full board for direction on the properties. Discussion. Carried 5-0.
- Rolling Hills – Bob Micheel, Land Conservation Director provided the Rolling Hills land use plan to members. Annual rental payment amounts were also included. Discussion.
- Vehicle acquisition – Garry Spohn explained need for the purchase of a truck. Both the Sheriff and Land Conservation Departments may be getting rid of trucks. Garry is looking to get rid of a van and possibly take in another department's truck. Discussion. Motion by Remy Gomez second by Mark Halverson to work with the Land Conservation department for trade of their Ford ¾ Pickup. Carried 5-0.
- The Buildings Manager Report was provided.
- Items for next month's agenda – Vehicle acquisition, Tax Delinquent Properties.
- Motion by Mary Cook second by Adam Balz to adjourn the meeting at 6:08 p.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk
Recorder

**Property & Maintenance Meeting
December 9, 2019
4:00 PM
Assembly Room 112 South Court**

Justice Center/Courthouse/Jail:

- We replaced one Belimo valve on the geothermal system.
- We also replaced some gaskets on the geothermal unit.
- We have another leak. This time it is part of the heating system.

Admin Center:

- We completed a lot of painting in the building. Areas left are behind desks and areas that timing did not permit for interruption. We will do that work when we install new carpet tile.

Executive Center:

- We replaced one of the basement doors. The frame was rusted out.
- I had one of our vendors replace the door hinge on another door in this building.

Rolling Hills:

- We are working with the designers to discuss options.
- Replacement board for the generator has been ordered.
- We worked several days cleaning in out buildings. We are getting close to having the buildings back in order. The buildings were filled with items removed from the old jail and Sheriff's department. Time as not allowed for sorting. We have filled 3 metal dumpsters and 3 waste dumpsters. We are working on repairs to the kitchen roof top unit. The drive has failed.

Property Manager:

- We will be discussing properties that were advertised this month.
- We will be touring a couple more properties this month that are near the Justice Center.
- This month did not allow for a lot of work other than work requests. We did a lot of cleaning and also had 4 staff out because of Covid contact.