



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

COMMITTEE: PROPERTY & MAINTENANCE
DATE: Wednesday, February 10, 2021
TIME: 4:00 p.m.
PLACE: Meeting to begin at 121 E Oak St, Sparta for a tour of a property for sale, Sparta Police Department

The regular meeting will begin at 4:30 p.m. at the address below
 Monroe County Justice Center
 Assembly Room
 112 South Court Street (South Entrance)
 Sparta, WI 54656

***Please note: A quorum of the Monroe County Board or other committee's may be present at the tour location. No business of the County Board or other committee's will be conducted at the tour 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.**

****PUBLIC:** Due to the COVID-19 Pandemic, you may access this meeting remotely:
<https://monroecountywi.webex.com/> or Join by phone: +1-404-397-1516 United States Toll
 Meeting Number: 187 747 6858 Access Code: 187 747 6858
 Password: Property

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 01/31/2021- (enclosure)
5. Tax Delinquent Properties
6. Property Discussion / 211 West Oak, 219 West Oak and 212 Jefferson Ave. (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.

7. Property Discussion / Sparta Police Department, 121 East Oak Street, Sparta
8. Rolling Hills
9. Building Managers Report
10. Future Agenda Items
11. Adjournment

Cedric Schnitzler, Committee Chair
 PROPERTY & MAINTENANCE COMMITTEE
 Date notices mailed: 02/05/2021

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
January 13, 2021

Present: Cedric Schnitzler, Adam Balz, Mary Cook, Wallace Habegger, Mark Halverson

Absent: Remy Gomez

Others: Garry Spohn, Tina Osterberg, Wallace Habegger, Andrew Kaftan, Members of the public

- The meeting began at the Torkelson Funeral Home at 219 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, February 10, 2021 at 4:00 p.m. in the Monroe County Board Assembly Room.
 - Minutes Approval – Motion by Mark Halverson second by Mary Cook to approve the 12/09/20 minutes. Carried 4-0.
 - Tax Delinquent Properties –
 - Parcel #048-00054-0000 – Garry Spohn explained that two bids were received. The sealed bids were opened by Vice-Chair, Wallace Habegger.
 - 1st bid, Shannon and Carla O'Rourke in the amount of \$50.00
 - 2nd bid, Sarah Violette in the amount of \$1,500.00Motion by Adam Balz second by Mary Cook to accept high bid in the amount of \$1,500.00 from Sarah Violette. Discussion. Carried 4-0.
 - Parcel #004-00440-0000 – Garry Spohn explained that two bids were received. The sealed bids were opened by Chair, Cedric Schnitzler.
 - 1st bid, Quintin Schaitel and Trent Ziegler in the amount of \$5,500.00
 - 2nd bid, William H. Kapas Jr and Maryann Kapas in the amount of \$9,000.00Motion by Mary Cook second by Mark Halverson to accept high bid in the amount of \$9,000.00 from William and Maryann Kapas and forward to the full board for approval. Discussion. Carried 4-0. The \$550.00 down payment enclosed was returned to Quintin Schaitel. Discussion. Carried 4-0.
 - Motion to move into closed session by Adam Balz second by Mark Halverson. Adam Balz, Mary Cook, Mark Halverson and Cedric Schnitzler all voted yes.
 - Closed Session per WI 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. Discussion on the merits of purchase and the offer to purchase of properties at 211 W Oak Street and 212 Jefferson Street owned by Torkelson Properties LLC and property located at 219 W Oak Street in Sparta.
 - Motion by Mary Cook second by Adam Balz to move back to regular session. Adam Balz, Mary Cook, Mark Halverson and Cedric Schnitzler all voted yet.
- No decisions were made in closed session.
- Defibrillator – Garry Spohn explained that the county has 4 to 5 requests for defibrillators. No monies are in the budget for the defibrillators. The estimate cost is \$1,200.00 - \$1,500.00 each. Discussion. Motion by Mark Halverson second by Mary Cook to approve six defibrillator's with the funds to come out of the contingency fund. Discussion. Carried 4-0. A budget adjustment will be forwarded to Finance for approval.

- Rolling Hills – Chair Cedric Schnitzler explained that there is no new information regarding the future use of Rolling Hills.
- Vehicle acquisition – Tina Osterberg, County Administrator explained that Land Conservation is in the process of getting a new vehicle. With the Maintenance Department's interest in the old truck, an option is to trade in the maintenance van on the purchase of the new Land Conservation vehicle and make up the value difference to the Land Conservation Department.
- Budget Adjustment – Motion by Mark Halverson second by Adam Balz to approve budget adjustment. Garry Spohn explained budget adjustment in the amount of \$5,750.00 for USPS batteries. Carried 4-0.
- The Buildings Manager Report was provided.
- Items for next month's agenda – Tax Delinquent Properties.
- Motion by Adam Balz second by Mark Halverson to adjourn the meeting at 5:38 p.m. Carried 4-0.

Shelley Bohl, Monroe County Clerk
Recorder

Property & Maintenance Meeting
February 10, 2021
4:00 PM
Assembly Room 112 South Court

Justice Center/Courthouse/Jail:

- The awning should be installed the week of the 14th.
- The electrical panel will be planned to be replaced on February 28th. That will result in about a 4 hour power interruption.
- We have been working on a variety of changes to improve Justice Center security.

Admin Center:

- We have updated a counter for the Register of Deeds in preparation for installing new floor tile.
- We have the majority of the rooms in the Admin Center painted.

Rolling Hills:

- We are working with the designers to discuss the plans for the new building.
- We received a replacement generator control panel and will be discussing installation.
- We had our second water main break for the year.

Property Manager:

- We will be doing another tour prior to our meeting this month.
- We have some questions to discuss before further tax parcel sales.
- Plenty of snow has helped keep us very busy.
- I met with Adrian and Tina to discuss starting a garden club. Adrian has sent out a signup sheet. Hopefully we will get some interested staff that have a green thumb and love gardening.