



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, April 14, 2021
TIME: 4:00 p.m.
PLACE: Monroe County Justice Center
Assembly Room
112 South Court Street (South Entrance)
Sparta, WI 54656

****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: 187 856 6393 Access Code: 187 856 6393
Password: Prop

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 03/10/2021- (enclosure)
5. Tax Delinquent Properties
6. Brownfield Properties, Parcels 281023930000, 281002295000, 281001665000
7. Property Discussion 210 South K Street (Closed Session)

Closed Session per WI Stats 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. Reconvene to Open Session
9. Rolling Hills
10. 14301 County Highway B/Human Services Building
11. Vehicle Purchase/Trades
12. Budget Adjustment
13. Repurpose of Funds
14. Building Managers Report
15. Future Agenda Items
16. Adjournment

Cedric Schnitzler, Committee Chair
PROPERTY & MAINTENANCE COMMITTEE
Date notices mailed: 04/08/2021

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
March 10, 2021

Present: Cedric Schnitzler, Adam Balz, Mary Cook, Mark Halverson, Remy Gomez

Others: Garry Spohn, Tina Osterberg, Wallace Habegger, Rick Folkedahl, Alan McCoy, Andrew Kaftan, Toni Wissestad, Garlynn Brookshaw, Linda Smith, Mary Von Ruden

- The meeting was called to order at the Sparta American Legion at 3:45 p.m. by Chair Cedric Schnitzler.
- Public Comment Period – None.
- Monthly Meeting Date/Time – Wednesday, April 14, 2021 at 4:00 p.m. in the Monroe County Board Assembly Room.
- Minutes Approval – Motion by Adam Balz second by Mark Halverson to approve the 02/10/21 minutes. Carried 5-0.
- Tax Delinquent Properties – Garry Spohn explained that Monroe County Resolution 2-07-1 authorized the discontinuance of payments in full of delinquent special assessments and special charges as a part of the annual August settlement by the Office of the Monroe County Treasurer. This resolution will be discussed at next week's Finance Meeting.

Parcel #048-00054-0000 was placed out for bid. Andrew Kaftan, Corporation Counsel explained that the bidder has 30 days to pay within notification as advertised. If payment is not received, the committee will need to determine how to move forward.

- Property Discussion – 211 West Oak, 121 East Oak and 212 Jefferson Avenue in Sparta or other Parcels Located near the Justice Center – Chair Schnitzler explained that a letter was sent out to the 219 W Oak Street from last meeting, declining any interest in the property.

The committee discussed the Torkelson properties. It would cost approximately \$8,000.00 to demo the building. It is estimated that concrete parking could cost up to \$200,000.00.

The committee discussed the only remaining South K Street property in the Administration Building block. Discussion. Motion by Mark Halverson second by Mary Cook to have the County Administrator pursue the South K Street property to see if the property owner would have any interest in selling. Carried 5-0.

Garry Spohn explained that he had some updates regarding the City of Sparta Police Station. The city could repair the boiler that is currently under warranty for around \$2,000.00. It is estimated the roof could cost around \$75,000.00 to \$100,000.00. Utility costs for a total year were \$8,373.00. Discussion.

- Rolling Hills – Garry Spohn explained that buildings to the north include the Rolling Hills, Human Services, farm and Senior Services Buildings. Is it worth to have on record the feasibility of the buildings and whether or not they can be refurbished before determining what to do with the facilities? Discussion. Motion by Mark Halverson second by Remy Gomez to have the Monroe County Administrator look into a feasibility study along with demolition costs. Carried 5-0.
- Building Heating Issues – Garry Spohn explained heating issues during the cold weather to include the Justice Center and Courthouse.
- The Buildings Manager Report was provided.
- Items for next month's agenda – Tax Delinquent Properties

- Motion by Adam Balz second by Mary Cook to adjourn the meeting at 4:28 p.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk
Recorder

Property & Maintenance Meeting Assembly Room

Justice Center/Courthouse/Jail:

- We have found 2 more controls that are not working on the heating system.
- We had a nice ceremony for Veterans.
- We have started lawn clean up.
- We are going to add some extra weed and feed to the lawn to see if we can get it to perk up.
- We are working on ordering a replacement exhaust fan motor. The current model is obsolete.
- Cedric is helping look for some data for our removed underground fuel tank.
- We are meeting with CML next week to activate some additional doors as well as creating an exterior door lockdown option.

Admin Center:

- We have finished the flooring in the Deed's area.

Rolling Hills:

- We continue to work with Rolling Hills to get the new nursing home ready to bid.

Property Manager:

- We will be discussing 210 South K Street this month.
- I burnt 2 brush piles out at Rolling Hills.
- I am looking forward to the downtown location having a garden club. Tina and Adrian have had some staff show interest.
- We had a DSPS inspection on March 17th. The inspector only noted a couple small items.