



**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, June 9, 2021  
**TIME:** 4:00 p.m.  
**PLACE:** Monroe County 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: 187 133 0602 Access Code: 187 133 0602  
Password: Property

**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 05/12/2021- (enclosure)
5. Sheriff's Department/Trade and or Sale of Vehicles
6. Brownfield Properties: Parcels 281023930000, 281002295000, 281001665000
7. Rolling Hills/14305 County Highway B Building Options
8. Rolling Hills Project
9. Cranberry Lake Village Lots
10. Toolcat Trade
11. Building Managers Report
12. Future Agenda Items
13. Adjournment

Cedric Schnitzler, Committee Chair  
PROPERTY & MAINTENANCE COMMITTEE  
Date notices mailed: 06/03/2021

Property & Maintenance Committee  
May 12, 2021

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

Absent: Remy Gomez

Others: Garry Spohn, Tina Osterberg, Lisa Aldinger Hamblin, Alison Elliott, Linda Smith, Heidi Prestwood

DNR: Barry Ashenfelter, Gena Larson, Tim Zeichert, Tom Coogan

- A tour was taken at 14305 County Highway B, Sparta at 4:00 p.m.
- The meeting was called to order in the Monroe County Board Assembly Room at 4:30 p.m. by Chair Cedric Schnitzler.
- Public Comment Period – None.
- Monthly Meeting Date/Time – Wednesday, June 9, 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 04/14/21 minutes. Carried 4-0.
- Brownfield Properties #281023930000, #281002295000, #281001665000 – Chair Schnitzler opened the floor for discussion.

Judgment on the brownfield properties were taken due to tax delinquent reasons. By state law, this provides the county with local exemptions. The county could choose to do nothing with the properties. If the county would choose to clean up the properties, the new use should be safe and usable to the public. The health of people that are nearby needs to be considered. The soil could be removed and replaced or a cap could be placed on it. Continuing obligations would occur into the future. It is believed that the soil could go to the Monroe County landfill as this type of contamination is not believed to be extremely high and would be considered a solid waste instead of a hazardous waste.

There is a potential for some grant funding to help with assessment monies and further investigate the sites. The WI assessment Program can assist with phase I and phase II. Another program is the WI Assessment Monies and Ready for Re-Use Program. Investigations would show which portion of the parcels are contaminated, not all the parcels may be contaminated entirely.

Motion by Mark Halverson second by Mary Cook to follow through with a study to determine options and work with the DNR. Carried 4-0.

- Parcels 022-00843-0000 and 022-00838-0000 – Alison Elliott, Sanitation, Planning & Zoning and Dog Control Administrator explained that a letter was received from the Town of Leon to consider a long term plan. Currently the county has completed demo and is working on site clean-up of the properties. The county is looking at doing a long term maintenance and management plan. Any properties from the flooding in which FEMA funds were received are not being considered for sale at this time.
- Motion by Mark Halverson second by Adam Balz to move into closed session. Cedric Schnitzler, Adam Balz, Mary Cook and Mark Halverson all voting yes.

Property Discussion, 210 South K Street, Sparta, WI 54656

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.

- Motion by Adam Balz second by Mary Cook to reconvene to open session. Cedric Schnitzler, Adam Balz, Mary Cook and Mark Halverson all voting yes.
- No motions made in closed session.
- Rolling Hills – No Discussion.
- Rolling Hills Project – No Discussion.
- 211 West Oak – Garry Spohn explained that costs are estimated at \$8,000.00 for demolition and concrete parking could cost up to \$200,000.00. It is anticipated that it would cost around \$100,000.00 for black top of the duplex and funeral home to include excavation costs and fill.
- 121 East Oak – Heidi Prestwood, Chamber Director was present. The Chamber will be placing a bid on the Police Department Building. The Chamber is extending an invitation for rental of the 2<sup>nd</sup> floor to be used for county offices.
- The Buildings Manager Report was provided.
- Items for next month's agenda – Village of Warrens/Four Tax Delinquent Parcels; Brownfield Properties; Job Center/Rolling Hills.
- 121 East Oak - Motion by Mary Cook second by Mark Halverson to respectfully decline bidding on the police station parcel and provide a letter to the City of Sparta and Chamber. Discussion. Carried 4-0.
- Rolling Hills/Job Center. Garry Spohn was requested to take a look at the cost to get the building back to working and a functioning office space. Costs to include HVAC, electrical, well/septic or hook up to city.
- Motion by Mark Halverson second by Mary Cook to adjourn the meeting at 5:42 p.m. Carried 4-0.

Shelley Bohl, Monroe County Clerk  
Recorder

**Property & Maintenance Meeting  
Assembly Room  
June 9, 2021**

**Justice Center/Courthouse/Jail:**

- So far we think that we have fixed all of the leaks in the Clerk of Court. No leaks during the last rains.
- The water leak coming up through the floor in the Sheriff's area has returned. We are 98% certain that we have found the cause. It will require additional floor to be broken out.
- We are waiting for some programming so that we can do some additional building lock changes.
- We currently have all of the differential sensors/pump controls working.
- The second UPS has now had the new batteries installed.
- We met with Ron to discuss options for Human Services expansion in 2022

**Admin Center:**

- We added a ladder on one of the rooftop walls.

**Rolling Hills:**

- We poured a new sidewalk in another location by Meadows. We are deciding if we still have a water leak or just wet ground.

**Property Manager:**

- We
- I have been working at getting an idea of the costs to put Building B back in service.
- We may have the old Gundersen sign removed from the Executive Center lawn by the time we meet.
- I talked to the Warrens Village President. They are planning to send us an offer on 4 parcels.