



MONROE COUNTY BOARD OF SUPERVISORS
202 SOUTH K STREET, RM 1, SPARTA, WISCONSIN 54656
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NOTICE OF MEETING

COMMITTEE: PROPERTY & MAINTENANCE
DATE: Wednesday, July 14, 2021
TIME: 4:00 p.m.
PLACE: Monroe County Justice Center Assembly Room
112 South Court Street (South Entrance)
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 - (enclosure)
5. Parcel 020-00060-9900/Jeremiah Erickson
6. Brownfield properties. Parcels 281023930000, 281002295000, 281001665000
7. Parking around Courthouse
8. Rolling Hills/14305 County Highway B Building Options.
9. Demo of 14301 County Highway B building and possible others.
10. Rolling Hills Project.
11. Cranberry Lake Village lots.
12. Delinquent tax properties
13. 2022 Budget
14. Building Managers Report
15. Future Agenda Items
16. Adjournment

Cedric Schnitzler, Committee Chair
PROPERTY & MAINTENANCE COMMITTEE
Date notices mailed: 07/08/2021

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
June 9, 2021

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

Absent: Remy Gomez

Others: Garry Spohn, Tina Osterberg, Wallace Habegger, Chris Weaver

- 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, July 14, 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 05/12/21 minutes. Carried 4-0.
- Sheriff's Department/Trade and or Sale of Vehicles – Chris Weaver explained that Tomah Area Ambulance has reached out to the Sheriff's Department and is interested in purchasing vehicles. The department is looking at trading in 2018 or 2017 SUV's and the trade in value is \$6,200.00 each. Discussion. Motion by Mark Halverson second by Mark Cook to sell two SUV's in the amount of \$6,200.00 each to Tomah Area Ambulance. Carried 4-0.

Chris Weaver explained that in looking at equipment for our Command Trailer, new equipment cost is around \$2,790.00. The old trailer is worth \$2,000 to \$4,000 and has no title. Our equipment installer is willing to provide 2 new radios and equipment for the new trailer in trade for the old trailer. Discussion. Motion by Mark Halverson second by Adam Balz to trade old mobile command trailer for new equipment. Carried 4-0.

- Brownfield Properties #281023930000, #281002295000, #281001665000 – No Discussion. This item will be placed on next month's agenda.
- Rolling Hills/14305 County Highway B Building – Chair Schnitzler explained that water and sewer may need to be directly run through the main for the old Job Center Building to make it a functional office space. Garry Spohn suggested to either shut off all of the other lines to keep the water from getting stagnant or connect with the new project.
- Rolling Hills Project – Chair Schnitzler is going to reach out to the County Administrator as to who the point of contact is for the Rolling Hills project.
- Cranberry Lake Village Lots – Garry Spohn explained that Jason Krautz, Village President has been contacted in regards to delinquent Cranberry Lake Village lots. The village is interested in the lots, three of which have water bills. The village is looking to pay equivalent to what is owed against them to own them.
- Toolcat Trade – Garry Spohn explained that two toolcats are purchased from separate vendors. Midstates is willing to renew contract for an additional year. Discussion. It was a recommendation of the committee to renew the contract for one year.
- The Buildings Manager Report was provided.
- Items for next month's agenda – Brownfield Properties, Cranberry Lake Village Lots, Rolling Hills Building B.
- Motion by Adam Balz second by Mark Halverson to adjourn the meeting at 4:30 p.m. Carried 4-0.

Shelley Bohl, Monroe County Clerk / Recorder

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

**Property & Maintenance Meeting
Assembly Room
July 14, 2021**

Justice Center/Courthouse/Jail:

- We have had a busy month with our HVAC system. We had a hot water line leak in the Sheriff's area. We had an expansion valve fail. We had a condenser overheating. We are cleaning all of the heat exchangers.
- We have spent a lot of time trying to keep the new trees and grass growing. We have watered several times per week.
- The second UPS has now has the monitoring system working again.
- We added a guard around the main building gas regulator.

Dog Pound:

- We have spent quite a bit of time installing turf in the Dog runs this month.

Executive Center:

- We made some changes to the ventilation system that should improve efficiency and allow for better temperature control.
- We are working on some options to fix the worn doors coming into the building. The hinges and latching systems are causing issues.

Rolling Hills:

-We have added some additional cement to improve the path to the Meadows. This was needed because of last winter's water main break.

Property Manager:

- I have been working at getting an idea of the costs to put Building B back in service. It think I should have what we need by our next meeting.
- I am waiting to hear back from the Village of Warrens regarding the lots we have in Cranberry Lake Village.
- I had a call from an interested party regarding one of our tax delinquent properties.
- We will be discussing some items for the 2022 agenda. I encourage the committee to share any things that they want prioritized.