



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, August 11, 2021
TIME: 4:00 p.m.
PLACE: Monroe County 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 07/14/21 - (enclosure)
5. Monroe County Acceptance of Parcel #034-00059-0000 in Lieu of Future Foreclosure
6. Monroe County Acceptance of Parcel #010-00290-0000 via Quit Claim Deed in Lieu of Future Foreclosure
7. Brownfield properties. Parcels 281023930000, 281002295000, 281001665000
8. 623 Walrath Street, Sparta WI Property Owners / Richard Wilcox
9. 123 North Court Street Property / Justice Center Parking
10. Rolling Hills/14305 County Highway B Building Options
11. Demo of 14301 County Highway B building and possible others
12. Northern Gas Preliminary Survey Permission
13. 2022 Budget
14. Building Managers Report
15. Future Agenda Items
16. Adjournment

Cedric Schnitzler, Committee Chair
PROPERTY & MAINTENANCE COMMITTEE
Date notices mailed: 08/05/2021

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
July 14, 2021

Present: Cedric Schnitzler, Adam Balz, Remy Gomez, Mary Cook joined the meeting at 4:04 p.m.

Absent: Mark Halverson

Others: Garry Spohn, Tina Osterberg, Jeremiah Erickson, Alison Elliott, Rick Folkedahl, Chad Ziegler

- The meeting was called to order in the Monroe County Board Assembly Room at 4:00 p.m. by Chair Cedric Schnitzler.
- Public Comment Period – None.
- Monthly Meeting Date/Time – Wednesday, August 11, 2021 at 4:00 p.m. in the Monroe County Board Assembly Room.
- Minutes Approval – Motion by Adam Balz second by Remy Gomez to approve the 06/09/21 minutes. Carried 3-0.

Mary Cook joined the meeting at 4:04 p.m.

- Parcel 020-00060-9900. Jeremiah Erickson explained transfer of land in lieu of foreclosure. Discussion. Motion by Mary Cook second by Remy Gomez to approve land transfer via quit claim deed for parcel #020-00060-9900. Carried 4-0.
- Parking Around the Courthouse – Tina Osterberg, County Administrator explained that she was contacted regarding concern of parking tickets around the courthouse. Currently there is a two hour parking restriction. Discussion. Motion by Adam Balz second by Mary Cook to update the City of Sparta Ordinance and remove the two hour slotted parking on the east side of parking in front of the courthouse. Carried 4-0. Garry, Judge Ziegler and the Administrator will meet in regarding to reserved parking for the jurors.
- Brownfield Properties #281023930000, #281002295000, #281001665000 – Corporation Counsel is working with the Brownfield properties and will provide updates to the committee.
- Rolling Hills/14305 County Highway B Building – Garry Spohn explained an estimate of approximately \$132,000.00 to bring the building up to functional status. The following items were discussed:
 - Electrical
 - IT
 - Water/Sewer
 - Heating/Air Conditioning
 - Cleaning
- Demo of 14301 County Highway B Building and Possible Others – Tina Osterberg, County Administrator is working on figures.
- Rolling Hills Project – No Discussion.
- Cranberry Lake Village Lots – Garry Spohn explained that there is no new information at this time.
- Delinquent Tax Parcels – Garry Spohn explained that there is interest on parcel #020-00516-3000 in the Town of LaGrange. Discussion. The committee recommended to wait to post the parcel out for bid until the remaining tax delinquent parcels are placed out for bid.
- 2022 Budget – Garry Spohn explained budget ideas. The budget will be completed and discussed with the committee next month.

- The Buildings Manager Report was provided.
- Items for next month's agenda – Brownfield Properties, Cranberry Lake Village Lots, Rolling Hills Building,
- Chair Cedric Schnitzler adjourned the meeting at 5:40 p.m. Carried 4-0.

Shelley Bohl, Monroe County Clerk / Recorder

**Property & Maintenance Meeting
Assembly Room
August 11, 2021**

Justice Center/Courthouse/Jail:

- We continue to have issues with the Multistack. We continue cleaning heat exchangers. This normally shouldn't be need in a closed clean system. We have also had an actuator fail and some additional leaks.
- One of our overhead doors on Sallyport had issues this month. It required reprogramming.
- CML will be coming soon. They do the routine maintenance on cameras and doors. We have been working with them to get some additional doors programmed and to get a group lockdown in place.

Dog Pound:

- The turf project has been completed. I believe doing this in house saved around \$70,000.00

Rolling Hills:

- We have completed some landscape work around the sidewalk repairs.
- We had generator issues this month. We were very fortunate that Brad Olson was able to help us because parts are no longer available for our transfer switch.
- We gave a tour to several vendors at various buildings at the Rolling Hills complex so that we could get demo estimates. We also followed up with and abatement contractor so that he could work on an estimate/plan for preparation for demo.

Property Manager:

- One of our staff has now been trained for basic lead and asbestos work. It is very limited but he can do some things.
- We interviewed and selected a candidate to fill our open position.
- We will be discussing some items for the 2022 agenda again this month. I am trying to get pricing on some of the projects that have been requested.