



MONROE COUNTY BOARD OF SUPERVISORS

202 SOUTH K STREET, RM 1

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NOTICE OF MEETING

COMMITTEE: PROPERTY & MAINTENANCE
DATE: Wednesday, November 10, 2021
TIME: 4:00 p.m.
PLACE: Monroe County Assembly Room
Justice Center
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 10/13/2021 - (enclosure)
5. Brownfield properties. Parcels 281023930000, 281002295000, 281001665000
6. Resolution/RFP Demo and or Sale of Rolling Hills
7. Septic/Well ARPA Funds
8. ADRC Rooftop Unit ARPA Funds
9. Building Managers Report
10. Future Agenda Items
11. Adjournment

Cedric Schnitzler, Committee Chair
PROPERTY & MAINTENANCE COMMITTEE
Date notices mailed: 11/03/21

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
October 13, 2021

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

Others: Garry Spohn, Tina Osterberg, Jeremiah Erickson, Lisa Aldinger Hamblin, Members of the Public

- 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, November 10, 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 09/08/2021 minutes. Carried 5-0.
- Brownfield Properties #281023930000, #281002295000, #281001665000 – Chair Cedric Schnitzler explained that the DNR reached out to the county regarding Brownfield properties. The County Board approved a DNR study through grant funds for the two Monroe County parcels. From there, the county will look at remedies. Surrounding Walrath Street property owners were present. There may be potential of evening out the property lines to the railroad tracks. Discussion.
- Walrath Street Property Owners, City of Sparta / DNR – See above line item.
- Rolling Hills/14305 County Highway B Building, Sparta and other office options – Garry Spohn explained that the Administration Offices of Rolling Hills would be another alternative for the IT, Sanitation, Park Department and GIS Technician. Discussion.
- Demo of 14301 County Highway B Building, Sparta and possible others –

Committee members discussed the potential of developing an RFP to provide options for the sale or demolition of the Rolling Hills properties. Discussion. Motion by Adam Balz second by Mark Halverson to develop an RFP for the sale of all or part of the Rolling Hills buildings and related footprint. Carried 5-0.

Motion by Remy Gomez second by Mary Cook to develop an RFP for the demolition of all or part of the Rolling Hills buildings. Carried 5-0.
- Septic/Well Building B, Sparta and ARPA funds – Motion by Remy Gomez second by Mark Halverson to approve septic/well and HVAC at Building B through ARPA funds, contingent upon the county moving forward with the future use of the existing Rolling Hills buildings. Discussion. Carried 5-0.
- Furnace HVAC Building B, Sparta and ARPA funds – See above line item.
- ADRC rooftop unit – Garry Spohn explained the estimated cost is \$100,000.00 for the ADRC rooftop unit. Discussion. Motion by Adam Balz second by Mark Halverson to move forward with the application of ADRC rooftop unit through ARPA funds. The motion was withdrawn, Garry will bring forth hard numbers next month.
- The Buildings Manager Report was provided.
- Items for next month's agenda – Brownfield Properties, Demo and Sale of Rolling Hills buildings, ADRC Rooftop Unit Cost.
- Motion by Mark Halverson second by Mary Cook to adjourn the meeting at 5:28 p.m. Carried 5-0.

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

Shelley Bohl, Monroe County Clerk
Recorder

**Property & Maintenance Meeting
Assembly Room
November 10, 2021**

Justice Center/Courthouse/Jail

- More trees were planted this month. They also planted some at the Northern Gas location.
- We have another new water leak.
- We did get some additional concrete work complete
- We have been working with CML to get the new camera installation underway.
- We are repairing some damages in the jail that were done by an inmate.
- We met with Human Services to prepare for installing some additional cubicles so that they could move some staff.
- We are adding some additional signs to reduce confusion.
- We have cleaned all but 1 heat exchanger on the GEO Thermal System.

Rolling Hills:

- We are doing safety training with Krause Anderson and preparing for snow removal at the new location.
- We will be addressing some RFP's this month.
We have been making some flooring repairs as needed.

Executive Center:

- We repaired the exterior doors and we hope that this will extend their life several years. The doors are obsolete and replacement doors would be close to \$20,000.00

Property Manager:

- Tuck pointing at the Museum is complete.
- Truck brake repairs are complete.
- We interviewed for our vacant position on 11/4
- Derek has been working on servicing the HVAC units at the radio tower locations.