



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, December 8, 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 11/10/2021 - (enclosure)
5. Brownfield properties. Parcels 281023930000, 281002295000, 281001665000
6. Justice Center Safety Committee Requests
7. ADRC Rooftop Unit ARPA Funds
8. Building Improvement Requests
9. Building Managers Report
10. Future Agenda Items
11. Adjournment

Cedric Schnitzler, Committee Chair
PROPERTY & MAINTENANCE COMMITTEE
Date notices mailed: 12/02/21

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
November 10, 2021

Present: Cedric Schnitzler, Adam Balz, Mary Cook, Mark Halverson, Remy Gomez
Others: Garry Spohn, Press

- 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, December 8, 2021 at 4:00 p.m. in the Monroe County Board Assembly Room.
- Minutes Approval – Motion by Remy Gomez second by Mark Halverson to approve the 10/13/21 minutes. Carried 5-0.
- Brownfield Properties #281023930000, #281002295000, #281001665000 – Chair Schnitzler explained that the DNR has received the county's request for a study through grant funding. The request is currently being processed.
- Resolution/RFP Demo and or Sale of Rolling Hills – Chair Schnitzler explained that RFP's are currently being drafted for the sale or demo of the Rolling Hills facilities.
- Septic/Well ARPA funds – Chair Schnitzler explained that if the county would determine to remodel 14305 County Highway B, a septic/well would be needed. Discussion. Motion by Remy Gomez second by Mary Cook to request ARPA funds in the amount \$40,000.00 for the septic/well. Carried 5-0.
- ADRC Rooftop Unit ARPA Funds – Garry Spohn explained that he is currently working on gathering numbers for the ADRC rooftop unit.
- The Buildings Manager Report was provided.
- Items for next month's agenda – ADRC Rooftop Unit; Brownfield Properties; Rolling Hills RFP's.
- Motion by Adam Balz second by Mary Cook to adjourn the meeting at 4:38 p.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk
Recorder

**Property & Maintenance Meeting
Assembly Room
December 8, 2021**

Justice Center/Courthouse/Jail

- Again we had and fixed another new water leak.
- CML is here working for the next 3 weeks installing cameras.
- We have been working on material lists for some upcoming projects.
- The Justice Center Safety Committee met. They will be coming to our meeting to discuss some things that they would like done.
- We set up a new area for Human Services. Not much work was needed to give them a more efficient work space.

Rolling Hills:

- We met with Krause Anderson regarding snow removal. We are verifying that our insurance will cover us during removal.
- We set up salt and sand barrels to prepare for winter weather.
- We toured the new building and talked about some changes that were made to the original plan.
- We patched some parking lot holes but the lot is getting to the end of its useful life.

Property Manager:

- We have another vacancy in our department.
- We will be discussing our Brownsfield grant application.
- I was able to get a quote on HVAC upgrades at the ADRC building. We are verifying that other parts are available for the unit.
- The elevator at building A has now been decommissioned.
- A surplus auction has finished and we sold 6 of the 7 items.
- I worked with Adrian to get the Sale RFP prepared.