



MONROE COUNTY BOARD OF SUPERVISORS

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NOTICE OF MEETING

COMMITTEE: PROPERTY & MAINTENANCE
DATE: Wednesday, January 12, 2022
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 12/08/2021 - (enclosure)
5. Brownfield properties. Parcels 281023930000, 281002295000, 281001665000
6. Justice Center Safety Committee Requests
7. ADRC Rooftop Unit ARPA Funds
8. Snow Removal
9. Space Management
10. Building Improvement Requests
11. Building Managers Report
12. Future Agenda Items
13. Adjournment

Cedric Schnitzler, Committee Chair
PROPERTY & MAINTENANCE COMMITTEE
Date notices mailed: 01/06/22

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
December 8, 2021

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

- 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, January 12, 2022 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 11/10/2021 minutes. Carried 5-0.
- Brownfield Properties #281023930000, #281002295000, #281001665000 – Chair Schnitzler explained that grants have been approved for a study of the properties. The study will be completed onsite. The county will apply for a remediation grant if contamination is found.
- Justice Center Safety Committee Requests – Garry Spohn explained Justice Center safety requests but not limited to doorways, hallways, card reader, chamber locks, lockdown. Departments will present individual needs to the committee. These requests are not included in the budget. Discussion.
- ADRC Rooftop Unit ARPA Funds – Garry Spohn explained that the furnace is in need of heating elements. Discussion. Motion by Remy Gomez second by Mary Cook to request \$40,000 plus the cost of electric elements not to exceed \$50,000.00 in ARPA funds. Carried 5-0.
- Building Improvement Requests – Garry Spohn explained building improvement requests by departments. Simple or daily repairs to be completed and or approved by the Property Manager and/or Administrator. It was a recommendation for any building improvement enhancements to come to the committee for approval.
- The Buildings Manager Report was provided.
- Items for next month's agenda – Brownfield Property Update, Rolling Hills Snowplowing, Justice Center Improvement.
- Motion by Adam Balz second by Mark Halverson to adjourn the meeting at 5:04 p.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk
Recorder

**Property & Maintenance Meeting
Assembly Room
January 12, 2021**

Justice Center/Courthouse/Jail

- The Justice Center Safety Committee met. They will be coming to our meeting to discuss some things that they would like done.
- We temporarily closed the hole in the floor above Per Mar to see what the results would be. It is much warmer.
- I have been looking to see what it would take to move to interruptible power. This could be a huge savings.
- The boiler modifications have been made. We still suffer some during the coldest weather because of water temp/coil sizing.
- I will be including a request for installing locks in certain areas of the judicial department.

Rolling Hills:

- We have been taking care of the snow at the new building. We have had 3 nails in tires and a piece of plywood go into the snow blower.

Executive Building:

- We put in a wall to cover a large window. The office had previously been used as a drive up window. The amount of glass made it difficult to control the temperature.
- We also added an electric heater to that space.

Property Manager:

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- We will be discussing our Brownsfield grant application.
- I am still trying to get a quote on HVAC upgrades at the ADRC building. We are verifying that other parts are available for the unit.