

Property & Maintenance Committee  
January 12, 2022

Present: Cedric Schnitzler, Adam Balz, Mark Halverson, Mary Cook (Virtual)  
Absent: Remy Gomez

Others: Garry Spohn, Tina Osterberg, Wes Revels, Chris Weaver, Pamela Pipkin, Pam Weber

- 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, February 9, 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 12/08/2021 minutes. Carried 4-0.
- Brownfield Properties #281023930000, #281002295000, #281001665000 – Chair Schnitzler explained that grants have been approved for a study of the properties.
- Justice Center Safety Committee Requests – Sheriff Wes Revel explained requests through the Courthouse Security Committee that are based on the security needs in the Justice Center. These needs have been discussed for some time. Requests but not limited to: doorways, hallways, card reader, chamber locks, lockdown. Pamela Pipkin, Child Support Director explained a request for a card reader on each side of the door between the Clerk of Court and Child Support Office. These above requests are not included in the budget. Discussion. It is a recommendation from the committee to get an estimate of the costs and return to the committee.
- ADRC Rooftop Unit ARPA Funds – Garry Spohn explained that two options are in place for the ARPA funds. (1) electrical elements not to exceed \$50,000; (2) total replacement in case we cannot get electrical elements in the amount of \$175,000. Discussion. Both items will be brought forth to the special finance committee meeting on February 3rd.
- Snow Removal – Garry Spohn explained that his department is completing the snow removal at the Rolling Hills new site.
- Space Management – Garry Spohn explained that the RFP's for the demolition or purchase of Rolling Hills is out for proposal. The Highway Department is currently completing a facility site assessment.
- Building Improvement Requests – Pamela Weber explained that an office is needed for the Community Health worker through GWAAR. The state is giving \$5,000.00 in carry over funds, this amount may be able to be used for capital funds. Motion by Mark Halverson second by Adam Balz to move forward with the needed office space pending funding from the carryover funds. Carried 4-0.
- The Buildings Manager Report was provided.
- Items for next month's agenda – Brownfield Properties; Justice Center Basement Tour; Space Management; Justice Center Safety Committee Requests
- Motion by Mark Halverson second by Mary Cook to adjourn the meeting at 4:46 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.*