



MONROE COUNTY BOARD OF SUPERVISORS

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NOTICE OF MEETING

COMMITTEE:

DATE:

TIME:

PLACE:

PROPERTY & MAINTENANCE

Wednesday, June 8, 2022

4:00 p.m.

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. Set next meeting Date/Time
3. Public Comment, 3 Minute Limit Rule Applies
4. Minutes Approval 05/11/2022 - (enclosure)
5. Brownfield properties. Parcels 281023930000, 281002295000, 281001665000
6. Emergency Management Space Needs (Tomah Location)
7. 100% Generator Power at Justice Center
8. Repurpose of Funds
9. Space Management (Offices Currently Located at 14345 County Highway B)
10. Apprentice Option
11. Museum
12. Long Range Plan
13. Justice Center/Human Services AC Unit
14. Building A Vandalism
15. Building Managers Report
16. Future Agenda Items
17. Adjournment

Remy Gomez, Committee Chair
PROPERTY & MAINTENANCE COMMITTEE
Date notices mailed: 06/02/22

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
May 11, 2022

Present: Remy Gomez, Adam Balz, Mary Cook, David Kuderer, Zach Zebell
Others: Garry Spohn, Tina Osterberg, Cedric Schnitzler

- The meeting was called to order in the Monroe County Board Assembly Room at 4:00 p.m. by Chair Remy Gomez.
- Election of Vice Chair – Motion by Mary Cook second by David Kuderer to elect Adam Balz as Vice Chair. Chair Gomez called 3 times. Nominations were closed. Carried 5-0.
- Establishment of monthly meeting date/time – 2nd Wednesday at 4:00 p.m.
- Monthly Meeting Date/Time – June 8, 2022 at 4:00 p.m. in the Monroe County Board Assembly Room.
- Public Comment Period – None
- Minutes Approval – Motion by Mary Cook second by Zach Zebell to approve the 04/13/2022 minutes. Carried 5-0.
- Brownfield Properties #281023930000, #281002295000, #281001665000 – Garry Spohn explained contaminated Brownfield properties. Discussion. Cedric Schnitzler explained that the 1st grant covered the study and the 2nd grant will be used for remediation.
- Emergency Management Space Needs, Tomah Location – Garry Spohn explained emergency management space need request in Tomah. The Sheriff is going to set up a meeting with the Mayor in the City of Tomah regarding the old fire station. Discussion.
- Rolling Hills Demolition Request for Proposal – Garry Spohn explained that no RFP's have been sent out for demolition. Discussion. Supervisor Zebell asked the committee to take a look at the potential of seeking a developer specializing in low income apartments for building A.
- Server Rooms Back up AC – Garry Spohn explained that the Justice Center has a single cooling system. If the system goes down, he is looking for a backup system for each server room. Garry will work on costs.
- 100% Generator Power at Justice Center – Garry Spohn explained that he is looking at 100% generator power at the Justice Center. Plans are currently being worked on. Garry is looking at funding that may be available.
- Space Management, Offices Currently Located at 14345 County Highway B – Garry Spohn explained that IT, Sanitation and Forestry are currently located north of town in the Rolling Hills Building. There will have to be a determination of where departments remain or move once the Rolling Hills project is completed. Discussion.
- Apprentice Option – Chair Gomez left a message with WTC regarding an apprentice option. No calls have been returned.
- Museum – Garry Spohn explained that the Historical Society currently leases the second story of the museum building. Units suspended from the ceiling of the museum were discussed, safety was a concern. Discussion. Motion by Zach Zebell second by David Kuderer to have Corporation Counsel review the current Historical Society lease regarding concerns with safety and structural issues. Insurance will be contacted if necessary and the committee will meet sooner if it is determined to be an emergency for safety reasons. Carried 5-0.

- Justice Center/Human Services AC Unit – Garry Spohn explained a failed ac unit in the courthouse. Maintenance can complete the project in the amount of \$3,000.00. Discussion. Motion by Zach Zebell second by Adam Balz to repair the AC unit in the amount of \$3,000.00. Carried 5-0.
- ADRC Building AC Bids – Garry Spohn explained a bid in the amount of \$42,410.00 for Multizone AHU Condensing Unit and Evaporator Coil Replacement from Winona Heating & Ventilating. The second bid was in the amount of \$122,680.00 for Multizone AHU replacement from Winona Heating & ventilating. A discount in the amount of \$3,090.00 is offered if both options are selected. Discussion. Motion by David Kuderer second by Mary Cook to approve the bid in the amount of \$42,410.00 for Multizone AHU Condensing Unit and Evaporator Coil replacement from Winona Heating & Ventilating. Carried 5-0.
- Pavement seal and stripe bids – Garry Spohn explained that Fahrner provided the county with the following bids:

ADRC/Admin Parking Lot	\$8,325.00
Ally	\$1,505.00
Justice Center Parking Lot	\$6,630.00
Executive Center & Museum	\$11,577.50
Ally	\$2,100.00

 Discussion. Motion by Zach Zebell second by David Kuderer to approve \$8,325.00 for ADRC pavement seal and striping bid from Fahrner. Carried 5-0.
- Repurpose of Funds – Motion by Adam Balz second by Mary Cook to approve 2022 repurpose of funds in the amount of \$45,000.00 for HVAC repairs in the ADRC building. Discussion. Carried 5-0.
- Justice Center/Back-Up Power Supply – Cedric Schnitzler explained request to test to see if the Justice Center back-up power supply is working. It was also recommended to create a testing log.
- The Buildings Manager Report was provided.
- Items for next month's agenda – Brownfield properties, Emergency Management Space Needs, RH Demo, Long Term Building Planning
- Motion by Mary Cook second by Adam Balz to adjourn the meeting at 5:40 p.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk
Recorder

**Property & Maintenance Meeting
Assembly Room
June 8, 2022**

Justice Center/Courthouse/Jail

-My staff is doing a remodel project to improve the Child Support/Corporation Counsel area. They are nearing completion.
-We are in the process of replacing one AC unit in the Human Services area. This requires quite a bit of sheet metal work to adapt to current and also relocating the compressor.
I am still working on the server room AC numbers and the electrical upgrades.

Museum:

We are replacing one of the compressors (AC) on the Museum roof. This

Building A:

It has been an interesting month at building A. We have been noticing entry and vandalism to the building. I have installed additional hasps and secured all window. Recently some subjects were observed and the sheriff's department was able to get there quick enough to question them. I don't know anything further.

ADRC Building:

We had water on the floor but it was determined that it was caused by a plugged condensate drain.

Property Manager:

-I have been working on costs associated with various move options for the remaining offices at Rolling Hills. We have had a few meetings with staff to try to evaluate what will work the best.
-I will show the committee a sample of the form needed for Surplus Property advertisement.