



MONROE COUNTY BOARD OF SUPERVISORS

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COMMITTEE:

DATE:

TIME:

PLACE:

NOTICE OF MEETING

PROPERTY & MAINTENANCE

Wednesday, May 10, 2023

4:00 p.m.

Monroe County Assembly Room

Justice Center

112 South Court Street (South Entrance)

Sparta, WI 54656

SUBJECT MATTER TO BE CONSIDERED

1. Call to Order/Roll Call
2. Set next meeting date/time
3. Public Comment, 3 Minute Limit Rule Applies
4. Minutes Approval – April 12, 2023 (enclosed)
5. Update Regarding Brownfield Properties and Possible Future Remediation and Testing and Possible Impact on Adjoining Properties, Parcels-in part- 281023930000, 281002295000 and 281001665000 – Discussion/Action
6. Strategic Plan Update
7. Potential Sale of Parcels - 185-01455-0252 and 185-01455-0253 (Village of Warrens)
8. County Auction Update
9. Donation of Excess Auction Items – Discussion/Action
10. Parking Lot Sealcoating Bid Approval – Discussion/Action
11. Removal of Parking Signs in South Parking Lot – Discussion/Action
12. County Highway B North Complex Use Vision – Discussion/Action
13. Building Managers Report
14. Future Agenda Items
15. Adjournment

Remy Gomez, Committee Chair - Property & Maintenance Committee

Date notices mailed: 05/08/2023

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.

Present: Remy Gomez, Adam Balz, Mary Cook, Zach Zebell, David Kuderer

Others: Derek Pierce, Tina Osterberg, Cedric Schnitzler, Kerry Sullivan-Flock, Bruce Hoekstra, Gary Allen

Web Ex: Tom Coogan, Gena Larson, Tim Zeichert, Roxie Anderson

- The meeting was called to order in the Monroe County Board Assembly Room at 4:15 p.m. by Chair Remy Gomez. The meeting was delayed shortly due to WebEx connection issues.
- Monthly Meeting Date/Time – May 10, 2023 at 4:00 p.m. in the Monroe County Board Assembly Room.
- Public Comment Period – No member of the public spoke during the public comment period.
- Minutes Approval – Motion by Zach Zebell second by Mary Cook to approve the 03/08/23 minutes. Carried 5-0.
- Strategic Plan Update – Zach Zebell explained that the Strategic Planning Committee is currently setting the framework for the strategic plan. Zach asked the Property & Facilities director, Derek Pierce to gather data regarding the buildings of Monroe County. Data included but not limited to: buildings owned; square footage; repairs needed; utility costs; total employees. This data will be gathered and provided to the Property & Maintenance Committee at the June meeting.
- Update Regarding Brownfield Properties and Future Remediation and Testing and Possible Impact on Adjoining Properties, Parcels-in part- 281023930000, 281002295000, 281001665000 – Kerry Sullivan Flock, Assistant Corporation Counsel provided an overview of the Brownfield Properties to date. The county has three remediation options. Adjacent property owners had expressed questions during the last meeting. DNR Representatives, Tom Coogan, Gena Larson and Tim Zeichert were available via WebEx for discussion and questions.

Discussed but not limited to:

Currently the DNR doesn't know what the extent of contamination is. Further testing would provide data as to the degree and extent of the contamination. Due to the test levels found on the Brownfield Properties, the contamination may go onto adjacent properties. The DNR would like to see testing on the adjacent properties. The DNR would have the legal authority by statute to force testing of the adjacent properties. If the property owner doesn't allow for testing, the statute would place the property owner financially responsible.

If the property owner's site is tested and it contains contamination, would that site be placed into the BRRTS directory, Bureau for Remediation & Redevelopment Tracking System? Currently, only the "source" property is found in the BRRTS directory. However, gathered information of an infected property is available through the source property on the BRRTS site.

The county may have access to dollars for grant funding through the WAM Program for testing. There also may be remediation funding available through the Ready for Reuse Program, which is revolving loan funding. These are interest free loans and can offer flexibility.

Motion by Zach Zebell second by David Kuderer to authorize further testing, Corporation Counsel to send letters out to the property owners regarding testing on their properties along with a release sign off. Carried 5-0.

Motion by David Kuderer second by Adam Balz to authorize Roxie Anderson to fill out grant application for WAM funding for testing. Carried 5-0.

David Kuderer was excused from the meeting at 5:52 p.m.

- County Highway B North Complex, Electrical Bid Update – Derek Pierce, Facilities Director provided an update of the electrical boring at the North Complex.
- Budget Adjustment – Tina Osterberg, County Administrator explained the 2023 budget adjustment in the amount of \$14,275.00 for electrical updates for the removal of building A. Motion by Mary Cook second by Zach Zebell to approve budget adjustment. Carried 4-0.
- Demolition of Building A, 14301 County Highway B Update – Derek Pierce explained that black dirt and seed is all that is remaining from the project. Once the road bands are lifted, the project will be completed.
- North Complex Utilities / Future Building Use – Tina Osterberg, County Administrator provided members with a summary of the north complex utility costs. The committee overall consensus was to keep the humidity out of the building. It was also recommended to keep up with mowing of the entire property.

Future building use discussed but not limited to: sale of property, county offices, recreational obligation, park, and cemetery.
- Parking Lot Sealcoating RFP Update – Derek Pierce explained that the sealcoating bid deadline is May 8th. Bids will be presented at the 10th meeting for approval.
- County Auction Update – Dates of the auction as follows:
 - Friday, April 21
 - Saturday, April 22
 - Monday, April 24
 - Friday, June 23
- Potential Sale of Parcel #030-00450-0000 and #030-00452-6000 located in Town of Oakdale – Derek Pierce explained interest in parcels in the Town of Oakdale. Discussion. Motion by Adam Balz second by Mary Cook to place both parcels out for bid. Carried 4-0.
- The Buildings Manager Report was provided by Derek Pierce.
- Future Agenda Items – North Building Future Use
- Motion by Zach Zebell second by Adam Balz to adjourn the meeting at 6:44 p.m. Carried 4-0.

Shelley Bohl, Monroe County Clerk
Recorder