



MONROE COUNTY BOARD OF SUPERVISORS

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COMMITTEE:

DATE:

TIME:

PLACE:

NOTICE OF MEETING

PROPERTY & MAINTENANCE

Wednesday, June 14, 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 – May 10, 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. Potential Sale of Parcels - 185-01455-0252 and 185-01455-0253 (Village of Warrens)
7. County Auction Update
8. Removal of Parking Signs in South Parking Lot – Discussion/Action
9. Strategic Plan Update
10. County Highway B North Complex Use Vision – Discussion/Action
11. Building Managers Report
12. Future Agenda Items
13. Adjournment

Remy Gomez, Committee Chair - Property & Maintenance Committee

Date notices mailed: 06/07/2023

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.

Property & Maintenance Committee
May 10, 2023

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

Others: Derek Pierce, Tina Osterberg, Cedric Schnitzler, Tracy Thorsen, Kerry Sullivan Flock

- The meeting was called to order in the Monroe County Board Assembly Room at 4:00 p.m. by Chair Remy Gomez.
- Monthly Meeting Date/Time – June 14, 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 04/12/23 minutes. Carried 5-0.
- 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 explained that the committee authorized moving forward with further testing last month. Permission and access releases have been sent to property owners. Discussion. Once the releases have been returned, the DNR will be contacted for further testing. After testing is complete, the committee will decide on remediation.
- Strategic Plan Update – Zach Zebell explained that Derek Pierce, Property & Facilities Director is currently working on gathering data regarding the buildings of Monroe County. It is anticipated to provide this data to the Property & Maintenance Committee in June.
- Potential Sale of Parcels – 185-01455-0252 and 185-01455-0253 (Village of Warrens) – Derek Pierce explained that he was contacted regarding two vacant lots in the Village of Warrens. Discussion. Derek will check on the background of the parcels and bring back next month.
- County Auction Update – Derek Pierce explained that 3 out of 4 auctions are complete. June 23, 2023 is the final auction.
- Donation of Excess Auction Items – Derek Pierce explained that Sofa's for Service reached out to him in regards to donating excess auction items for the purpose of re-homing them to Veteran's. Discussion. Motion by Zach Zebell second by David Kuderer to donate items to Sofa's for Service. Carried 5-0.
- Parking Lot Sealcoating Bid Approval – Tina Osterberg, County Administrator explained that two bids were received for the Executive Center parking lot and the south parking lot of the Justice Center. One bid was incomplete and did not qualify as it was missing documents. Fahrner bid \$15,327.00 and the city alley is an additional \$2,220.00. Discussion. Motion by Adam Balz second by Zach Zebell to approve Fahrner bid in the amount of \$17,547.00 with the recommendation that the City of Sparta is contacted to pay the alley portion. Carried 5-0.
- Removal of Parking Signs in South Parking Lot – Tracy Thorsen, Human Services Director explained the need for public parking. Members reviewed the 6 spaces currently being used for only Human Services customers. Discussion. Motion by Zach Zebell second by David Kuderer to approve a total of 9 spaces for visitor parking, spaces 14 – 22, contingent upon funding. Carried 5-0.
- County Highway B North Complex, Use Vision – Tina Osterberg, County Administrator explained that for the future use of the North Complex, a Special Meeting will be held for the Board on June 22, 2023. Discussions may include, but not limited to:
 - Sale
 - Demo
 - Rehab
 - New Administrative Building

The minutes are not official until approved by the Property & Maintenance Committee at their next regular meeting.

- The Buildings Manager Report was provided by Derek Pierce.
- Future Agenda Items – Potential Sale of Parcels in the Village of Warrens; Brownfield Properties, Parking Lot Signs
- Motion by Zach Zebell second by Mary Cook to adjourn the meeting at 5:46 p.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk
Recorder