

Property & Maintenance Committee
January 11, 2017

Present: Dean Peterson, Mary Cook, Douglas Path, Pete Peterson, Rod Sherwood

Others: Garry Spohn, Jim Bialecki, Laura Moriarty, Sharon Nelson, Ron Hamilton, Jon Wallenkamp, Tina Osterberg, Andrew Kaftan, Sharon Nelson, Ron Hamilton

- The meeting was called to order in Rolling Hills Recreation Room at 1:00 p.m. by Chair Dean Peterson.
- Public Comment Period – None.
- Set next meeting date/time – February 8, 2017 at 1:00 p.m. in the Rolling Hills Recreation Room.
- Minutes Approval – Motion by Mary Cook second by Rod Sherwood to approve the 12/14/16 minutes. Carried 5-0.
- The Buildings Manager Report was provided.
- Strategic Plan – Jon Wallenkamp provided an updated facilities master plan recommendation. The Gundersen Clinic facility was discussed. Senior Services and Aging & Disability and Health Department are anticipated to be moved into the facility. Engineering floor plans would cost between \$800.00 – \$1,200.00. Master floor plans for the courthouse were suggested to see if Human Services would fit. Discussion. Jon will come up with a proposal for the cost of floor plans for the Courthouse Building. Motion by Rod Sherwood second by Pete Peterson to spend an amount not to exceed \$1,200.00 for Gundersen Clinic master floor plans. Discussion. Carried 5-0.
- Gundersen Building – Gundersen Clinic closing date is set in March of 2017.
- Citizens Bank Building – Garry Spohn explained a plan is being set and will be handled in house. Gundersen Behavioral Health is terminating its lease as of February 28, 2017. Finance, Personnel, Administrator and Information Systems are anticipated to acquire the building.
- Tax Delinquent Properties – Andrew Kaftan, Corporation Counsel was present to explain right of first refusal. Discussion. Motion by Rod Sherwood second by Pete Peterson to have Corporation Counsel send a letter to Jay Carmichael regarding right of first refusal for parcel #006-000583-5000. Carried 5-0.

Motion by Pete Peterson second by Mary Cook to reject bid for parcel #006-000583-5000. Carried 5-0.

Motion by Rod Sherwood second by Mary Cook to place parcels 286-01472-0000, 026-01446-5000 and 286-00831-0000 back in the paper. Carried 5-0.

Motion by Rod Sherwood second by Pete Peterson to place Warren's parcels #185-01455-0257, 185-01455-0258, 185-01455-059, 185-01455-0260 and 185-01455-0261 out on the Wisconsin Surplus website. Carried 5-0.
- Justice Center – Garry Spohn showed food tray door locks to members. They are not covered by warranty. Discussion. Part of the sprinkler heads have been replaced.
- Open Positions – Garry Spohn explained open positions. The shared Public Works employee may come to an end. This has been a topic of discussion also with the Highway Committee.
- Budget Adjustment – None.

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

- Repurpose of Funds – None.
- Equipment Purchase – Garry Spohn explained that he is looking to purchase a tractor brush. Currently a brush is being demonstrated. The monies were approved last month.
- Items for next month's agenda – Tax Delinquent Properties
- Motion by Pete Peterson second by Mary Cook to adjourn at 2:19 p.m. Carried 5-0.

Shelley Bohl, County Clerk
Recorder