

Property & Maintenance Committee
December 13, 2017

Present: Dean Peterson, Douglas Path, Pete Peterson, Rod Sherwood, Mary Cook
Others: Garry Spohn, Cedric Schnitzler, Jim Bialecki, Randy Williams, Penny Brueggen, Jeremiah Erickson

- The meeting was called to order in the Monroe County Board Assembly Room at 1:00 p.m. by Chair Dean Peterson.
- Public Comment Period – None.
- Set next meeting date/time – January 10, 2018 at 1:00 p.m. in the Monroe County Board Assembly Room.
- Minutes Approval – Motion by Rod Sherwood second by Mary Cook to approve the 11/08/17 minutes. Carried 5-0.
- Door Release and Camera – Randy Williams explained the need for south side door camera and door switch. Garry Spohn explained that he is waiting on estimates and the cost is anticipated less than \$1,000.00. Discussion. Garry explained that he could work on running wire for the door switch, the camera could be reviewed at a later date. Motion by Rod Sherwood second by Dean Peterson to approve running wire for a door switch, the amount is not to exceed \$100.00. Discussion. Carried 5-0.
- Door Lock/Bob Smith – Penny Brueggen explained that when entering the first room, there is no lock. Discussion. Motion by Douglas Path to place benches or chairs outside of the room to prevent usage of the room. Discussion. The motion died for a lack of a second. It was explained that a few chairs are already placed by the area. Garry will look into the original plan and get numbers on placing locks.
- Policy 048-00475-0000 Killdeer Property – Jeremiah Erickson was asked to attend the meeting. The committee asked if the parcel could be divided into two lots. Jeremy could not see a reason as to why the parcel could not be conveyed. Discussion. Motion by Rod Sherwood second by Mary Cook to split parcel at the centerline of Killdeer Avenue. Carried 5-0.
- The Buildings Manager Report was provided.
- Justice Center Report and Change Requests – Garry Spohn explained change requests:
 - Bypass Valve – Needed to use Geothermal
 - Water Meters – DNR is asking for separate water meters on both wells
 - Door Lock Change in the Jail – Concern is water main break
 - Clerk of Court Locks
 - Maintenance Room Heater
 - Lock Down
 - Assembly Room Lights – Motion by Rod Sherwood second by Mary Cook to install switch not to exceed \$475.00. Discussion. Carried 4-1.
 - Assembly Room Door Locks
 - Southside Elevator Card Reader
 - Wall to be moved in the locker room
 - Handicap ramp for Dispatch area
 - Sheriff Department bathroom stall change for wheelchair turnaround
- Panic Buttons/Todd Ziegler – Garry Spohn explained that we are using the preexisting system that was used in the old facility.

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

- Courthouse Project – Garry Spohn explained that we are currently in the demolition phase. The Spring of 2018 is the goal.
- Rolling Hills Rehabilitation Center – The City of Sparta Water agreement is currently in the works. The next step is bonding of the new nursing home which will take place at the December 20, 2017 board meeting.
- Tax Delinquent Properties – Garry Spohn provided an update of tax delinquent properties to members.
- Items for next month's agenda – Tax Delinquent Properties, Killdeer Property.

Mary Cook was excused from the meeting at 3:11 p.m.

- Courthouse Tour – Garry Spohn took committee members on a tour at 3:12 p.m.
- Motion by Pete Peterson second by Rod Sherwood to adjourn at 3:25 p.m. Carried 4-0.

Shelley Bohl, County Clerk
Recorder