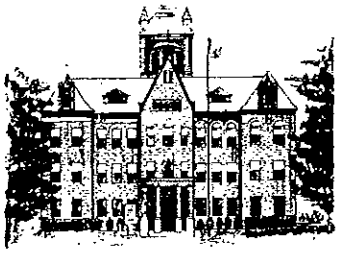

MONROE COUNTY BOARD OF SUPERVISORS

202 SOUTH K STREET, RM 1
SPARTA, WISCONSIN 54656
PHONE 608-269-8705
FAX 608-269-8747
www.co.monroe.wi.us

AMENDED
NOTICE OF MEETING

COMMITTEE:	**PROPERTY AND PURCHASING**
DATE:	**Tuesday, 7-7-2015**
TIME:	**1:00 p.m.**
PLACE:	**Room 220/48 Building** **14345 County Highway B 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. Public Comment, 3 Minute Limit Rule Applies
3. Set next meeting date/time
4. Minutes Approval – 06/10/2015 (enclosure)
5. Buildings Manager Report
6. Warrens Properties
7. Justice Center Discussion and Update
8. Budget Adjustments/line item transfer
9. Tax Delinquent Properties
10. Gasoline Contract
11. **Strategic Plan**
12. New Position Request/2016 Budget
13. Equipment Replacement Plan
14. Budget
15. Future Agenda Items
16. Adjournment

Dean Peterson, Committee Chair
PROPERTY AND PURCHASING COMMITTEE
Date notices mailed: 07/06/15

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.

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PROPERTY AND PURCHASING COMMITTEE
Date notices mailed: 07/01/15

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Property & Purchasing Committee
June 10, 2015

Present: Dean Peterson, Gene Treu, Douglas Path; Absent - Rod Sherwood & Mary Cook
Others: Garry Spohn, Jarrod Roll, Alli Karrels, Carolyn Habelman, Jeremiah Erickson, Catherine Schmit

- The meeting was called to order in the Rolling Hills Room #220 at 1:00 p.m.

- Public Comment Period – None

- Set next meeting date/time – July 7, 2015 at 1:00 p.m. in Rolling Hills Room #220

- Minutes Approval – Motion to approve 05/13/2015 minutes by Gene Treu second by Doug Path. Carried 3-0.

- Museum Elevator – Carolyn Habelman provided a history recap of the museum. Jarrod Roll and Alli Karrels explained the need for an elevator for the future of the Local History Room. Discussion. Funds would be raised for the project. Garry Spohn explained that an estimated cost for elevator maintenance and inspection cost would be approximately $1,500.00 per year. Discussion. Motion by Gene Treu second by Douglas Path to have Garry Spohn meet with Jarrod Roll and Alli Karrels to determine location of the elevator and solve any compliance concerns, monies for the project to be donated, the county to pick up future maintenance and inspection costs. Discussion. Carried 3-0.

- County Owned Land – Jeremiah Erickson provided the committee with a document outlining county owned parcels. Jeremiah explained that most are road parcels, some are wooded, others are property with structures and some properties fall under the assumption that the county would not get rid of them. The committee discussed the parcel on the corner of Highway M and Heritage. The committee would like to share the county owned parcel information with the board.

- WDOT Property Acquisition for a Highway Project – Motion by Gene Treu second by Douglas Path to accept real estate for WI DOT Project 7712-02-22 contingent no legal statutory requirements for foreclosure. Discussion. Carried 3-0.

- Tax Delinquent Properties – The committee opened a bid for delinquent properties #185-01455-0272, #185-01455-0273 & #185-01455-0274 for $500.00 each from Robert and Kym Meltesen. A down payment was not included. Discussion. Motion by Gene Treu second by Doug Path to reject bid because a deposit was not included. Discussion. Carried 3-0.

  Motion by Douglas Path second by Gene Treu to place parcels 185-01455-0273, 185-01455-0274, 185-01455-0274, 185-01455-0216, 185-01455-0217, 185-01455-0218 out for auction. Carried 3-0.

- Buildings Manager Report was given

- Justice Center Discussion and Update – The committee discussed the morgue, sewer and plumbing. A Justice Center Building Committee meeting is scheduled for this evening. Garry Spohn explained that it is in the plan to tear the huber section down around the 22nd of the month.

- Building B Roof – Garry Spohn explained that insurance will be covering the B Building Roof damages. Upgrading of the insulation will be discussed/approved by the Administrator once the bid is received.

- Mowing Tax Delinquent Properties – Garry Spohn explained that the statutes read that we are not required to expend money for mowing.

- New Position Request/2016 Budget – Garry Spohn explained that he is requesting one Maintenance Technician for the 2016 budget. Garry will bring back more information in July.

- Equipment Replacement Plan – The committee asked the Administrator what the moveable equipment account covers. For budgeting, a separate line should be set up for vehicles, tractors, etc. Garry will bring back next month all equipment to formulate a plan to move forward with replacement.

- Budget - This item will be revisited next month

- Items for next month's agenda – Budget, Equipment Replacement Plan, New Position, Tax Delinquent Properties

- Motion by Gene Treu second by Douglas Path to adjourn at 3:06 p.m. Carried 3-0.

Shelley Bohl, County Clerk
Recorder

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