



MONROE COUNTY BOARD OF SUPERVISORS

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NOTICE OF MEETING

COMMITTEE: PROPERTY & MAINTENANCE
DATE: Wednesday, October 10, 2018
TIME: 1:00 p.m.
PLACE: Monroe County Justice Center
Assembly Hall
112 South Court Street
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 09/11/18 - (enclosure)
5. Zoning/Planning Commission
6. Relocation of Departments Housed in Annex B / Building D
7. Courthouse Project
8. Justice Center
9. Rolling Hills Projects
10. Tax Delinquent Properties
11. Building Managers Report
12. Discuss Purchase of Property from Badger Housing Associates III, LLP to house Planning & Zoning, GIS and Forestry Departments

MOTION TO CLOSE under Sec. 19.85(1)(e) Wis. Stats. Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session

MOTION TO RETURN TO OPEN, if session is closed

13. Future Agenda Items
14. Adjournment

Dean Peterson, Committee Chair
PROPERTY & MAINTENANCE COMMITTEE
Date notices mailed: 10/05/18

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
September 11, 2018

Present: Pete Peterson, Rod Sherwood, Mary Cook; Dean Peterson and Douglas Path absent.
Others: Garry Spohn, Jim Bialecki, Tina Osterberg

- The meeting was called to order in the Monroe County Board Assembly Room at 1:00 p.m. by Vice-Chair Rod Sherwood.
- Public Comment Period – None
- Set next meeting date/time – Wednesday, October 10, 2018 at 1:00 p.m., in the Monroe County Assembly Room.
- Motion by Pete Peterson second by Mary Cook to go into closed session. Pete Peterson, Rod Sherwood and Mary Cook all voted yes.

Discuss Purchase of Property from Badger Housing Associates III, LLP to house Planning & Zoning, GIS and Forestry Departments.

Motion to Close under Sec. 19.85(1)(e) Wis. Stats. Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

- Motion to return to open session by Pete Peterson second by Mary Cook. Pete Peterson, Rod Sherwood and Mary Cook all voted yes.
- No motions were made in closed session.
- Monroe County Smoking Ordinance – Motion by Pete Peterson second by Mary Cook to include e-cigarettes in Monroe County Smoking Ordinance. Discussion. Carried 3-0.
- Minutes Approval – Motion by Mary Cook second by Pete Peterson to approve the 08/08/18 & 08/29/18 minutes. Carried 5-0.
- Relocation of Departments Housed in Annex B / Building D – Extension will be moving to South K Street. The committee recommends to hold off on the 206 South K Street project until the Courthouse project is completed. The badger housing building is being investigated for the purpose of housing our Forestry, GIS and Sanitation & Zoning Departments.
- Courthouse Project – It was anticipated that Human Services was to move into the courthouse at the end of September. Since the flood, Centurylink has repurposed staff to essential areas for infrastructure. Centurylink may not be here until the end of October, mid-October the soonest to install pertinent equipment.
- Justice Center – Garry Spohn explained the current Justice Center project list.
- Panic Alarm Expansion – It was a consensus of the committee to hold off on panic alarm system discussion until after the Courthouse project is completed.
- Rolling Hills Projects – Pete Peterson explained that projects will continue. Should a limit be set for repairs while waiting on the future of the nursing home project? Discussion. Motion by Pete Peterson second by Mary Cook to set committee approval on any repairs from \$10,000.00 to \$25,000.00; anything above \$25,000 would require full board approval. Carried 3-0.

- Tax Delinquent Properties – Judgement took place on September 4, 2018. One parcel needs to be removed from the judgement. One parcel is still operating as a business. It was recommended to contact legal counsel regarding the parcel for any liability issues operating as a business.
- The Building Managers Report was provided.
- Items for next month's agenda – Tax Delinquent Properties, Badger Housing Building
- Motion by Mary Cook second by Pete Peterson to adjourn at 2:36 p.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk
Recorder

Property & Maintenance Meeting
October 10, 2018
1:00PM
Assembly Hall

Justice Center/Courthouse/Jail:

- We should start putting desks together this week.
- The concrete project has been finished.
- I have made progress on the door release issues. I believe that I can do the work much cheaper than our earlier quote.
- I believe that all of the dripping issues in the Clerk of Courts area has been fixed.
- We have received the last 2 bookshelves for Courtrooms 3 and 4. We will install those soon.

Rolling Hills:

- The pipe insulation has been replaced.
- The ice machine failed and has been replaced.
- The booster station failed and we are in the process of getting a replacement control board.
- We have had a few fire alarm issues but have been able to fix them ourselves.
- We have repaired a couple of the ovens in the kitchen.

K Street

- We have been working with the extension office and TJS designs to get floor plans drawn and submitted to the City for approval.
- I have several quotes for the concrete work and should soon be getting that work done.
- The connection for internet between the Admin Center and 206 is done.

Property Manager:

- We interviewed to fill our new position. We had some very good candidates.