



MONROE COUNTY BOARD OF SUPERVISORS

202 SOUTH K STREET, RM 1
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NOTICE OF MEETING

COMMITTEE: PROPERTY & MAINTENANCE
DATE: Wednesday, January 8, 2020
TIME: 1:00p.m.
PLACE: Monroe County Assembly Room
112 South Court Street (South Entrance)
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 - (enclosure)
5. Justice Center Remaining Funds
6. Rolling Hills Projects
7. Justice Center Projects
8. Properties available near the Justice Center
9. Tax Delinquent Properties
10. Building Managers Report
11. Future Agenda Items
12. Adjournment

Dean Peterson, Committee Chair
PROPERTY & MAINTENANCE COMMITTEE
Date notices mailed: 01/02/2020

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 Meeting
January 8, 2019
1:00PM
Justice Center Assembly Room

Justice Center/Courthouse/Jail:

- The shop floors have been sealed and so far no leaks.
- We have started some of the remodels for new positions.
- We opened up a dividing wall in our shop so that we had a second entrance for a snow removal machine.
- We are looking at some plumbing changes that we hope will stop the occasional flooding.
- We have added some cabinets in our shop area to improve organization.
- So far the putting tar in the concrete joints has stopped the water issue in the electrical vault.

Rolling Hills:

- We have completed installing the hot water lines and only have the insulation left to complete. The plumbers plan to start January 6th.
- Abatement of some additional areas will happen this month.
- We will be replacing a couple steam relief valve that are currently Leaking.

202 South K Street:

- I am still working with the roofing company to resolve some issues. They will be proposing the solution. They plan to come and discuss issues on the 8th.

Property Manager:

- We are going to start using sand/salt mix in some areas that are not close to the buildings to help lower our costs.
- Tina and I plan to look at a couple properties that are for sale in the down town area.

Property & Maintenance Committee
December 11, 2019

Present: Dean Peterson, Rod Sherwood, Douglas Path, Pete Peterson, Mary Cook
Others: Garry Spohn, Tina Osterberg, Ally Rudie, Christopher Weaver

- 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 – Wednesday, January 8, 2020 at 1:00 p.m. in the Monroe County Board Assembly Room.
- Minutes Approval – Motion by Mary Cook second by Pete Peterson to approve the 10/24 & 11/13/19 minutes. Carried 5-0.
- Sheriff/Surplus Property – Patrol Captain Christopher Weaver explained that the Sheriff's Department is looking to sell two vehicles, a 2015 Ford Explorer SUV and an unmarked Impala which is intended to be auctioned. The Sparta Fire Department is interested in the SUV. The Village of Norwalk has shown intent for a future vehicle purchase. Discussion. It was recommended to approach the Sparta Fire Department regarding an offer. Motion by Rod Sherwood second by Douglas Path to negotiate sale of the 2015 Ford SUV Explorer with a minimum bid of \$5,800.00. Discussion. Carried 5-0. Christopher will forward information to Garry Spohn for auction of the Impala.
- Justice Center Garage Floors – Garry Spohn explained that Justice Center Garage Floor sealing is estimated to be slightly under \$10,000.00. An epoxy floor will be placed over the top of the floor to prevent water from seeping to the basement area. Discussion.
- Jail Entrance Awning – Garry Spohn explained that the jail has requested awnings above the sally port south service door and public entrance. It was discussed that there are remaining jail funds that could potentially be used towards the project. It was recommended to place out for bid, a jail entrance awning with a 6" overhang. This item will be revisited next month.
- Justice Center Projects – Garry Spohn explained that he is working on ventilation; looking at purchasing cooling units for master and housing control; development of a long range plan.
- Resolution Authorizing Changes to Monroe County Code of Ordinances, Chapter 14, Article III, Division 3: County Personal Property – The resolution change would allow sale proceeds of equipment to go towards replacement costs. The provision applies to all departments except enterprise funds. Discussion. Motion by Rod Sherwood second by Pete Peterson to approve resolution and forward to the full board for approval. Discussion. Carried 5-0.
- Tax Delinquent Properties – Garry Spohn explained that parcels are scheduled for judgment in March.
- Village of Kendall offer – Garry Spohn explained that the Village of Kendall is interested in parcel #141-00032-0000. It was a consensus to look at selling the property to the Village of Kendall in the amount of \$1.00 plus Administration Fees in the amount of \$150.00 and Deed Cost in the amount of \$30.00 for a total of \$181.00.
- The Buildings Manager Report was provided.
- Items for next month's agenda – Jail Entrance Awning
- Motion by Rod Sherwood second by Mary Cook to adjourn the meeting at 2:08 p.m. Carried 5-0. Shelley Bohl, Monroe County Clerk - Recorder

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