

## **PROPERTY, BUILDING AND GROUNDS COMMITTEE**

April 2, 2014

The Property, Building and Grounds Committee met on Wednesday, April 2, 2014, at 9:00 a.m., in the County Board Room, located on the Third Floor of the Courthouse, 181 West Seminary Street, Richland Center, Wisconsin.

Committee members present included: Tom Crofton, Carol Clausius, Gaylord Deets, Dave Turk and Lew Van Vliet.

Others present included: Victor Vlasak, County Clerk; Avery Manning, Courthouse Maintenance Supervisor; Barb Scott and Jason Marshall, MIS Department; and Patrick Cleary, Cameron Aslaksen Architects, LLC

Committee Chairman Crofton called the meeting to order.

The Clerk verified that the meeting had been properly noticed. Copies of the agenda were sent by either mail or email to all Property Committee members, a copy was posted on the Courthouse Bulletin Board, a copy was faxed to The Richland Observer and a copy was sent by email to WRCO and Courthouse Department Heads.

Motion by Clausius, second by Turk to approve the agenda. Motion carried.

Motion by Van Vliet, second by Clausius to approve the printed copies of the minutes for the meetings held on March 5<sup>th</sup> and March 10<sup>th</sup>. Motion carried.

Chairman Crofton noted that the Courthouse Security Door Hardware project has been put on hold due to the high cost estimates received. The Courthouse Perimeter Drainage Improvements project will be rebid by Cameron Aslaksen Architects, LLC after they modify the bid specs. Chairman Crofton reported that Corporation Counsel Southwick has advised that the Historic Jail Window/Door Sealing project would also have to be rebid because the bids were received after the advertised deadline. No decision has been made on rebidding the project. Courthouse maintenance staff will take care of the interior caulking of the windows in the old jail building.

Chairman Crofton provided an overview of a concept to provide a hallway separate from the courtroom and for other changes in the courtroom itself. He also explained the concept of construction management for the courthouse projects.

The Committee discussed the appraisal of Village of Lone Rock Parcel No. 146-1011-0700 on which the County has taken a Tax Deed. Motion by Van Vliet, second by Clausius to request of the Finance and Personnel Committee the use of an appraiser in setting the sale value on the parcel. Motion carried.

The Committee discussed tax delinquent Parcel No. 008-0712-1200 located in the Town of Dayton. Motion by Van Vliet, second by Turk to present a resolution for approval to take a Tax Deed on the parcel. Motion carried.

The Committee discussed tax delinquent Parcel No. 014-3440-1012 located in the Town of Henrietta. Motion by Turk, second by Deets to present a resolution for approval to take a Tax Deed on the parcel. Motion carried.

The Committee discussed tax delinquent Parcels No. 014-3440-0560 and 014-3440-0570 located in the Town of Henrietta. Motion by Van Vliet, second by Deets to postpone taking action pending further information on the cost of demolition. Motion carried.

The Committee discussed Town of Ithaca Tax Deed Parcel No. 016-0423-4200. Chairman Crofton noted that the parcel contains a house and shed, both of which have flood damage. Zoning Administrator Bindl has indicated that the septic must be abandoned. Motion by Clausius, second by Turk to appraise the parcel at \$100 with the contingency that the purchaser must remove the house and abandon the septic. Motion carried.

The Committee discussed City of Richland Center tax delinquent Parcel No. 276-2114-2040. Motion by Van Vliet, second by Deets to postpone action pending more information regarding the use of an appraiser in setting the sale value on the parcel. Motion carried.

Avery reported that Interstate Roofing was contacted regarding the water leak that occurred above the ceiling on the north east corner of the County Board room. Interstate Roofing indicated that the leak was likely the result of an ice buildup because leaves were blocking the downspout. Interstate Roofing caulked and resealed up into the valley in the area of the leak where the ice dam occurred. An estimate of \$460 was given to install a metal leaf guard on the gutter.

The fire inspection was conducted in March. No violations were noted. Old desks and other items abandoned in the hallways will be considered disposal items. Repairs were required on one of the ambulance doors due to it being hit by an ambulance when leaving the building. An inspection of the area under the courtroom risers revealed that it is an open area. The broken lock on the third floor fire door will be replaced with a similar lock.

Avery reported that he visited the Green County courthouse. The building was built in 1891 and is identical to the Richland County courthouse.

Planning for the replacement of some of the trees was discussed.

There were no work performance or interface issues to report.

The next meeting is scheduled for May 7<sup>th</sup> at 9:00 a.m.

Motion by Van Vliet, second by Deets to adjourn. Motion carried. The meeting adjourned at 10:11 a.m.

Victor V. Vlasak  
Richland County Clerk