

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

October 7, 2015

The Property, Building and Grounds Committee met on Wednesday, October 7, 2015, 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, Buford Marshall, Jr., Dave Turk and Lew Van Vliet.

Others present included: Victor Vlasak, County Clerk; Avery Manning, Courthouse Maintenance Supervisor; Darin Gudgeon, Emergency Management Director; Amy Forehand, Assistant District Attorney; Marianne Stanek, Public Health Manager; Jeanetta Kirkpatrick, County Board Chair; and Troy Moris, Environmental Consultant.

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 and County web site; a copy was faxed to The Richland Observer; and copies were sent by email to WRCO and Courthouse Department Heads.

The Committee discussed the parcel located in the Town of Richwood which is owned by Ruth Markin. The structures on the parcel were destroyed by fire. The site has been declared a public health hazard. Orders were issued to clean up the site. The Town of Richwood has estimated clean up costs at \$7,500.00. Motion by Turk, second by Clausius that the County attempt to purchase the parcel from Ms. Markin for \$1.00. Stanek will contact Corporation Counsel Southwick regarding the Committee's decision.

The Committee discussed the parcel located in the City of Richland Center owned by Dale Burnham. Taxes on the parcel are delinquent. Veterans Service Officer Karen Knock has made contact with Mr. Burnham. Stanek will contact Knock to see if she can be of assistance.

Kirkpatrick addressed the Committee recommending that consideration be given to Judge Sharp's request that the bathroom for the Judge's Chamber be updated. Motion by Van Vliet, second by Clausius to involve Jewell Associates Engineers in planning for the updating of the bathroom. Motion carried.

Manning reported that he has installed the light switch requested by the Clerk of Court. The request came as the result of a seminar in which it was suggested that lights in offices be turned off in the case of an active shooter situation. The room in question did not have a switch to turn off the lights.

Forehand addressed the Committee requesting consideration for the removal of the vault in the District Attorney's office. This request will be forwarded to Jewell Associates Engineers for inclusion in their planning for changes to the old courthouse.

Gudgeon reported that Coroner Rossing met with H&HS Director Metz regarding the availability of space in the Community Services Building for the Coroner's office.

Gudgeon reported the receipt of one estimate from Badgerland Flooring in the amount of \$1,285.00 to replace the carpeting in the EMT Lounge. No other estimates were received. Moving of the furniture, removal of the old carpet and prepping of the floor will be done by the EMTs. Motion by Van Vliet, second by Deets to accept the estimate from Badgerland Flooring. Motion carried.

One estimate in the amount of \$1,429.00 was received from Badgerland Flooring to replace the carpeting in the Veterans Service Office. The estimate includes removal of the old carpeting, disposal of the old carpeting and installation of the new carpeting. No other estimates were received. Motion by Deets, second by Turk to accept the estimate from Badgerland Flooring. Motion carried.

Manning made the following Maintenance Supervisor's report.

- Repairs are being made to the snow equipment.
- The fire inspection was conducted and no violations were observed.
- A new faucet was installed in the second floor women's bathroom.
- Estimates to sealcoat the parking lot are over \$5,000.00. The sealcoat project will wait until 2016. Manning will plug the cracks in the asphalt this year.
- The Clerk of Court's office is reporting problems with their fax line.

No employee work performance issues have been reported.

The next meeting is scheduled for November 4<sup>th</sup> at 9:00 a.m.

Motion by Deets, second by Clausius to adjourn. Motion carried. The meeting adjourned at 9:45 a.m.

Victor V. Vlasak  
Richland County Clerk