

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

December 3, 2014

The Property, Building and Grounds Committee met on Wednesday, December 3, 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; and Avery Manning, Courthouse Maintenance Supervisor.

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.

Motion by Clausius, second by Turk that the agenda be approved. Motion carried.

Motion by Van Vliet, second by Clausius that the printed copies of the November 5<sup>th</sup> minutes be approved. Motion carried.

The Committee discussed tax delinquent parcel number 111-1312-4400 located in the Village of Cazenovia and owned by James and Charlotte Scheeler. Motion by Van Vliet, second by Clausius to postpone action on the parcel until a member of the Committee has viewed the property. Motion carried.

The Committee discussed Tax Deed parcel number 276-2014-2000 located in the City of Richland Center. Motion by Van Vliet, second by Turk to appraise the parcel at \$2,500.00. Motion carried.

The Committee discussed Tax Deed parcel number 146-0027-1100 located in the Village of Lone Rock. The Committee had appraised the parcel at \$7,000.00. The parcel was advertised for sale. No bids were received at the November 4<sup>th</sup> Tax Deed sale. Motion by Van Vliet, second by Clausius to recommend to the Finance and Personnel Committee that the parcel be listed with a realtor and that the realtor determine the selling price. Motion carried.

Chairman Crofton reported that the Highway Department placed gravel and leveled the site of the former Myers Supper Club in Hub City. The Tax Deed parcel will now be advertised for sale.

Chairman Crofton gave an update on Corporation Counsel Southwick's review of the Agreement whereby The Samuels Group would serve the capacity of Construction Manager as Adviser. The Samuels Group would work with members of the Property Committee to identify constructability options that would maximize reuse of the existing structure along with a phasing plan for renovation that would minimize campus disruption and meet the county's budget for the

project. The Samuels Group would also assist throughout the design, bidding and construction phase of the project.

Manning reported that the Security and Service Agreement with Pellitteri for the destruction of confidential information is still under review by Corporation Counsel Southwick. Manning noted that Pellitteri will provide the service without the Agreement. However, without the Agreement there is no guarantee of the price for the service. The Agreement would be for a three-year period.

Manning gave the following maintenance report:

- The emergency generator has been hooked up to a computer which will allow monitoring of any problems that develop.
- The brush attachment for clearing the sidewalks of snow works well.
- A problem with an air conditioning unit in dispatch developed last month. The Law Enforcement and Judiciary Committee contacted Wertz Plumbing and Heating for a replacement unit. It was noted that Precision Controls, Viola, maintains the HVAC system for the buildings.
- Energy efficient light fixtures are being installed in different areas of the building.
- Two heat pumps failed in the old part of the building. Both units will be repaired.

Chairman Crofton recommended that the Highway Department be contacted regarding sand blasting and repainting the brush attachment.

No work performance or public/staff interface issues were reported.

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

Motion by Van Vliet, second by Turk to adjourn. Motion carried.

Victor V. Vlasak  
Richland County Clerk