

County Clerk's Office

Richland County, Wisconsin

Victor V. Vlasak
County Clerk
Administrative Coordinator

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July 1, 2019

NOTICE OF MEETING

The Richland County Property, Building and Grounds Committee will be meeting on Wednesday, July 3, 2019, at 3:00 p.m., in the County Board Room, located on the Third Floor of the Courthouse, 181 West Seminary Street, Richland Center, Wisconsin, to discuss and/or take action on the following:

1. Call to Order
2. Proof of Notification
3. Agenda Approval
4. June 5th Minutes Approval
5. Security Windows and Door Locks Bids
6. County Owned Town of Richland Parcel # 022-3522-2000 listing with Broker(s)
7. Cazenovia Delinquent Tax Parcel Numbers 111-1300-0823, 111-1300-0824 and 111-1300-0825
8. Courthouse Maintenance Supervisor Position
 - a. Job Description Review
 - b. 35 Hours per Week increase to 40 Hours per Week
 - c. Work Schedule
 - d. Timeline for Changes
9. Building Wiring Issues Invoice
10. Courthouse Budget Update
11. Courthouse Maintenance Supervisor Position Applicant Approval
12. Wisconsin Department of Safety and Professional Services Inspection regarding Anonymous Complaint alleging Courthouse Health and Safety Issues
13. Adjourn

Sincerely,

Victor V. Vlasak
Richland County Clerk/
Administrative Coordinator

Note: Agenda items # 11 and 12 added.

Copies to: Property Committee Members

- Buford Marshall, Chairman`
 - Larry Sebranek, Vice Chairman
 - Chad Cosgrove
 - Richard McKee
 - Steve Williamson
- Jeanetta Kirkpatrick, County Board Chairman

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