

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

January 8, 2020

The Property, Building and Grounds Committee met on Wednesday, January 8, 2020 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.

Committee members present included: Buford Marshall, Larry Sebranek, Chad Cosgrove, Richard McKee and Steve Williamson.

Others present included: Victor Vlasak, County Clerk; Julie Keller, County Treasurer; Mike Bindl, Zoning Administrator; and Randy Nelson, Courthouse Maintenance Supervisor.

Committee Chair Marshall called the meeting to order.

The Clerk verified that the meeting had been properly noticed. Copies of the agenda were sent by 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 Cosgrove, second by McKee for approval of the agenda, as amended. The motion carried unanimously.

Motion by Williamson, second by Cosgrove for approval of the printed copies of the minutes for the December 4<sup>th</sup> meeting. The motion carried unanimously.

Town of Bloom Tax Deed Parcel Number 004-0526-2070 – Outstanding taxes on the parcel total \$13,161.96. The fair market value is \$57,800.00. Motion by McKee, second by Cosgrove to appraise the parcel at \$500.00. The motion carried unanimously.

Town of Rockbridge Tax Deed Parcel Number 026-1020-2110 – Outstanding taxes on the parcel total \$16,969.37. The fair market value is \$60,900.00. Motion by Williamson, second by Cosgrove to appraise the parcel at \$25,000.00. The motion carried unanimously.

City of Richland Center Tax Deed Parcel Number 276-2100-8060. Outstanding taxes on the parcel total \$9,950.44. The fair market value is \$83,000.00. Motion by Sebranek, second by McKee to appraise the parcel at \$36,000.00. The motion carried unanimously.

City of Richland Center Tax Deed Parcel Number 276-2100-6040 – The parcel did not sell at the tax deed sale held on January 7, 2020. Motion by Cosgrove, second by Williamson to reappraise the parcel at \$4,000.00. The motion carried unanimously.

Courthouse Elevator Modernization – An invoice in the amount of \$7,814.29 from Wallace Electric, LLC and an invoice in the amount of \$1,320.00 from Schumacher Elevator Company were discussed. Both invoices were required additional costs relating to the elevator

modernization project. Motion by McKee, second by Sebranek approving payment of the invoices. The motion carried unanimously.

Security Windows and Door Locks Project – Nelson reported that the doors and remote locks have been installed.

Ambulance Garage/Jail Plumbing Issue – An estimate of the cost of the project has not been received. Nelson noted that one side of the jail will need to be shut down to make the plumbing changes.

Environmental Health Coordinator On-Site Investigation – Nelson reported that the sample has not been submitted for testing.

Wisconsin Department of Safety and Professional Services Inspection – Polices are nearing completion on handling asbestos and bloodborne pathogens. The material safety data sheets have been collected and are being organized.

Courthouse Budget Update – The expenditure guideline as of December 31, 2019 was reviewed.

Courthouse Maintenance Supervisor Probationary Period Approval – Randall Nelson's six month probationary period ended January 5, 2020. Motion by McKee, second by Cosgrove that Randall Nelson continue in the position in regular status. The motion carried unanimously.

Motion by Cosgrove, second by McKee to adjourn. The motion carried unanimously. The meeting adjourned at 3:36 p.m.

Victor V. Vlasak  
Richland County Clerk