

PROPERTY, BUILDING AND GROUNDS COMMITTEE

October 7, 2020

The Property, Building and Grounds Committee met on Wednesday, October 7, 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: Richard McKee, Chad Cosgrove, Steve Carrow, Daniel McGuire and Steve Williamson.

Others present included: Victor Vlasak, County Clerk; elected officials and department heads; and Tom Crofton.

Committee Chair McKee 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 Williamson for approval of the agenda. Motion carried.

Motion by Williamson, second by Cosgrove for approval of the September 2nd minutes. Motion carried.

Tax Deed Parcel # 276-2684-8200 – The parcel is located at 460 West First Street, Richland Center and is owned by Estate of Ewers. Motion by Williamson, second by Cosgrove to present a resolution to the County Board for approval to take a Tax Deed on the parcel. Motion carried.

Pine Valley – Farm Lease Agreement – The current Lease Agreement between the County and Allen and Avis Unbehauern for use of a county-owned parcel was discussed. The current Agreement expires on December 31, 2020. Possible changes to the current Agreement due to proposed uses for adjacent property were discussed. Chair McKee recommended that the agenda item be forwarded to the Pine Valley Trustees.

McGuire joined the meeting at this point.

Historic Courthouse Plans and Intentions – No action taken. Tom Crofton provided a recap of plans and initiatives that had taken place while he was a member of the County Board and a member of the Property, Building and Grounds Committee.

Property Management Report

- Air Purification – Units have been installed in the county board room, jury room, large courtroom, law library and small courtroom.

- Garage Doors – A resolution will be presented to the County Board to accept the bid of Garage Door Express, LLC of Lone Rock to replace the four doors.
- Rugs and Mop Head Cleaning Service – Aramark will begin providing services to the courthouse.
- Small Courtroom – The wiring is being updated. The cabinetry and counter tops are being completed. Completion of the project will be the first week of November.
- Large Courtroom – A progress report was provided.
- Bat Removal Project – Corporation Counsel has sent a letter to Terry Falk inquiring about the status of the project.
- Vermin Report – Wil Kil has been contacted to address the issue.
- Courthouse Repair Fund # 43 – The current balance is \$39,788.60.
- List of County properties – The Property Lister provided a report. The Committee will need to decide on the types of properties the Committee is interested in following.
- Port Andrews Parcel – The road splits the parcel.
- DOJ Grant Applicant – with proposed IP Phone Project – The grant would be used for a voice over IP (Internet Protocol) phone system for employees of the Court and the District Attorney's office; and to purchase personal protective equipment, plexi-glass shields, hand sanitizer dispensers and supplies for the Sheriff's Department and the Richland County Circuit Court.

Courthouse Roof – Leaks have developed in six areas of the roof on the historic courthouse building. Damage is occurring to ceilings and walls. A rough estimate is \$45,000 to \$60,000 to repair the areas where the leaks are occurring. Complete replacement of the roof is estimated at \$100,000 to \$200,000. Motion by Cosgrove, second by Williamson to contract with Russ Mohns, Specialty Engineering Group, for a damage assessment and repair or replacement recommendation. Motion carried.

Committee Structure Tasks and Responsibilities Review – Proposals for change are to be sent to the Administrator.

Correspondence – A complaint was received regarding the use of the courthouse grounds for religious purposes.

Motion by Cosgrove, second by Williamson to adjourn. Motion carried. The meeting adjourned at 4:16 p.m.

Victor V. Vlasak
Richland County Clerk