

PROPERTY, BUILDING AND GROUNDS COMMITTEE

May 6, 2021

The Property, Building and Grounds Committee met on Thursday, May 6, 2021 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 and Steve Williamson (virtually). Dan McGuire was absent.

Others present included: Derek S. Kalish, County Clerk; Clinton Langreck, County Administrator; Julie Keller, County Treasurer, Randy Nelson, Courthouse Maintenance Supervisor; and Specialty Engineering Group Project Manager Russ Mohns.

Committee Chair McKee called the meeting to order at 3 pm.

Administrator Langreck confirmed the Proof of Notification.

Motion by Williamson, second by Carrow for approval of the Agenda. Motion carried.

Motion by Williamson, second by Carrow for approval of the minutes from the previous meeting. Motion carried.

Courthouse Grounds – Motion by Carrow, second by Williamson to approve the request from Ministerial Association for use the courthouse lawn for National Prayer Day. Motion carried.

New Appraisal for Tax Deed Parcel #014-3440-1009 – Williamson makes motion to reevaluate tax deed parcel #014-3440-1009 to a value of \$500.00, Carrow seconds motion carried.

Richland Courthouse Roof Repairs Specifications – Russ Mohns reviewed the specification design from STR Specialty Engineering Group. Mohns noted there were many leaks in the roof with most being on the south side of the building. Mohns estimated there was approximately 15 years of life left with the tile roof if repaired. Mohns also noted that tiled roofs are not always one hundred percent water tight and can be greatly impacted by the underlayment used. McKee asked if there was any sort of warranty with the product and Mohns replied by saying there was. Carrow asked Mohns how he would recommend the repairs be completed. Mohns noted that he would recommend clay tile but noted that due to the cost, asphalt shingles would be the most cost effective way to proceed. Carrow asked what the impact of not making the needed repairs would be. Mohns replied by stating that more damage would spread throughout the building, mold could set in, and more ceiling tiles would need to be replaced. Mohns noted it would take approximately two weeks for the specifications to be returned when considering the use of asphalt shingles. Williamson makes motion to add the use of asphalt shingles to bid specs to make the needed repairs on the historic courthouse before any repairs are made, Carrow seconds, motion carried.

Space Requests on First Floor – Cosgrove makes motion to approve the reassignment of the back half of the room on first floor in the east hall historically used by the County Clerk for supply storage to the Courthouse Maintenance Department for use as an office space under the conditions that the room will be restricted from public access and locked when unattended, Williamson seconds, motion carried.

Grant Application DOJ COVID-19 – Carrow makes motion to forward recommendation for resolution to County Board to apply and accept possible grant funding from the DOJ COVID-19 Round Two of Funding, Williamson seconds, motion carried.

Property Management Report

- Asbestos Inspection – Inspection was 1.5 weeks ago and still waiting on report. 2 known areas that need addressed
- Courthouse Key & Security Project – Most cost effective options were reviewed
- DOJ Grant Second Round Application – Standing item
- Historic Courthouse Roof Repair – Standing item
- Pine Valley Farm Lease and Land Swap – No new action
- Investigation on Contaminated Property; Richland Center – No new action
- Cazenovia Demolition Property Sale – Village of Cazenovia is investigating an offer of purchase
- Space Needs Assessment of 1st Floor – In progress

Future Agenda Items – Williamson inquired about the replacement of HVAC systems. Nelson noted an estimate from Precision control has been received in the amount of \$16,910.00 and is good for 30 days. The other two vendors have not returned a quote. Langreck noted the replacement of the HVAC systems could be put on the same agenda as the special meeting for the courthouse roof. Langreck reported that an audit of Fund 75 is underway and the results of the audit could also be shared at a future meeting. Carrow requested a review of how the county contracts are being executed be added as a future agenda item.

Motion by Carrow, second by Williamson to adjourn. Motion carried. The meeting adjourned at 3:40 p.m.

Derek S. Kalish
Richland County Clerk