

Richland County

PROPERTY, BUILDING AND GROUNDS COMMITTEE

April 7th, 2022

The Richland County Property, Building and Grounds Committee met on Thursday, April 7th, 2022, in the County Board Room at the Richland County Courthouse.

Committee members present included: Richard McKee, Dan McGuire and Steve Williamson.

Also present was: Clint Langreck - County Administrator, Aaron Wallace, Randy Nelson, Mike Bindl, Jeff Even, Attorney Mike Windle, Jasen Glasbrenner, Cheryl Dull - Assistant to the County Administrator in attendance.

1. Call to Order - Committee Chair McKee called the meeting to order at 3:00 p.m.

2. Proof of Notification - Chair McKee confirmed with Administrator Langreck that the meeting had been properly noticed.

3. Agenda Approval - Moved by Supervisor McGuire to approve the agenda, seconded by Supervisor Williamson. . All voting aye, motion carried.

4. Previous Meeting Minutes - Moved by Supervisor McGuire to approve the minutes for the March 3rd meeting, second by Supervisor Williamson. All voting aye, motion carried.

5. Pinwheels on the lawn the week of April 18th for Sexual Assault Awareness month - Administrator Langreck presented the request. April is Sexual Assault Awareness Month (SAAM). The goal of SAAM is to raise public awareness about sexual violence and educate the communities on how to prevent it. In the past several years, Passages has displayed the array of pinwheels, one for every victim. Moved by Supervisor Williamson to approve Passages use of the Courthouse northwest lawn the week of April 18th to display pinwheels in honor of sexual assault victims, 2nd by Supervisor McGuire. All voting aye, motion carried.

6. Possible action to recommend resolution to take tax deed property – Richland Center – Administrator Langreck read the presentation of the tax deed proposal. The property is a severely blighted and delinquent tax deed property located in the City at 291 N Jefferson St. It has been approved by Finance & Personnel to sell the property to the City of Richland Center for \$1. The City of Richland Center has budgeted funds for the razing of this property which has been abandoned for years and presents a significant safety hazard to the public due to severe deterioration of the structure. Once razed the City and Economic Development will work towards redevelopment of the property that can potentially result a significant increase in the parcel improvement value and help provide the community with needed housing, as well as increased property tax value. Moved by Supervisor McGuire to take property on tax deed and sell to city of RC for \$1, 2nd by Supervisor Williamson. All voting aye, motion carried.

7. Possible action on future courthouse occupancy plan - Administrator Langreck reviewed the tour of the building from the last meeting. With that proposed change will be a request to have a wall built in one of the squad rooms to create an interview room. Chief Deputy Aaron Wallace explained the request in more detail. Administrator Langreck also present the building policy that is in the committee folder which includes the footprint proposed for 1st floor. Zoning and Land Conservation would be moving to basement in the office space currently occupied by EMS. Aaron Wallace stated the room/garage stall that was designated for maintenance would actually be a shared area between sheriff and maintenance. The wall construction will be brought to County board, requiring a 3/4 vote to proceed. If anyone has a concerns of the office move and combination, please let Administrator Langreck and Assistant Dull know.

8. Possible action on County Board AV advertising – Administrator Langreck stated this will be put hold for another month. It was brought up in the last month that the board may be some interested in the keeping meetings of the County Board at the Phoenix Center. When the new board comes on, it will be addressed again. The estimated cost is approximately \$20,000. Chair McKee asked what it cost to have meetings at the Phoenix Center. Administrator Langreck stated, rent is \$50 but the major expense is the salary of people that it takes to set up and tear down.

9. Property Management Report –

a. Public Facility Policy – Status – A policy has been drafted by administration for distribution. It is being provided to the property committee in the committee folder as a “first look” and opportunity to begin reviewing. Administration will be bringing this draft to department heads on April 14th for discussion.

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- b. Air Duct Cleaning – Status – Complete. Will be funded through DOJ grant.
- c. Air Purification – Status – Oral report given by Maintenance Supervisor — no new action.
- d. Water fountains – Status – Oral report given by Maintenance Supervisor, they are in the building. We are waiting for Precision to do plumbing and electric modifications so we can proceed.
- e. Courthouse Key and Security Project – Status – Oral report given by Maintenance Supervisor, no new action. It has been put on the back burner for now. We have been able to get some keys back for past employees.
- f. DOJ Grant Second Round – Status – Door swipe project may not be completed. We may have to ask for an extension to complete the grant. MIS has had other projects that have been priority.
- g. Historic Courthouse Roof Repair – Status – Preconstruction meeting is set for Tuesday, April 12th, with scaffolding being set up on the 18th. This will be funded from 75, 92 and ARPA funds. There will be a last call to departments for 75 and 92. Any remaining funds will be used with the balance coming from ARPA.
- h. Pine Valley Farm Lease and Land Swap — Status – Cathy Cooper was to meet with Todd Rummler on site. Administrator Langreck with follow up for status.
- i. Space needs assessment of 1st floor — Status – Proposed footprint is currently indicated in the Draft property policy.
- j. HHS, Symons and UW Campus roofing project — Status – HHS, Symons and UW are almost complete. Russ Mohns is struggling with Maly in having them complete cleanup, retainages and warranties. We have currently made 6 of 7 payments to Maly. We will be holding on #7 (retainage and warranties) until work is finalized and meets Russ's satisfaction. The Symon's center roof repair costing \$130,233.00 is a shared expense with the City of Richland Center and the billing for fifty percent of the costs will be submitted. Administrator Langreck will recommend we do not do business with Maly in the future. Question of roof leaks in the coppertop? Clint stated this was not in the roof repair projects.
- k. Metal Siding Assessment — Status – Randy stated Mike Marshall was supposed to get us prices but with the increase in metal cost, they are holding off. Supervisor Williamson suggested we should consider alternative options because it is in poor shape and is continuing to deteriorate.

Administrator Langreck will have the roofing company look at giving us bids for the rubber roof repair over Zoning and the County Clerk's office.

10. Discussion and guidance offered by the committee on items from the Property Management

Report – There are no spare heat pumps. Randy stated it takes 5-6 weeks to get a unit. Clint stated they have discussed getting a couple ordered. Discussion on hostas and mulch around trees. Cheryl will provide hostas and Steve will provide mulch. Cheryl will dig when they start to come up, probably in May. They will plan a Saturday to complete the project.

11. Future Agenda Items – Administrator Langreck - Parking lot modifications and wall construction in the squad room. Williamson –remove curbs and stumps in parking lot then stripe. Steve will check with highway to see if they have templates for handicap spots. He will get estimates to removed stumps and curbs, then when roads are taken out in the county, hopefully patch material can be brought to patch holes. If the county doesn't have templates, the city probably has some we could use.

12. Adjournment – Next meeting is undetermined due to committee changes. Chair McKee thanked everyone on the committee for all their participation and assistance. Moved by Supervisor Williamson to adjourn at 3:33 pm, seconded by Supervisor Mcguire. All voting aye, motion carried.

Minutes respectfully submitted by
Cheryl Dull
Assistant to the County Administrator