

## **PUBLIC PROPERTY/BUILDING COMMITTEE MINUTES**

COMMITTEE: PUBLIC PROPERTY/BUILDING COMMITTEE  
DATE: TUESDAY, JULY 9, 2019  
TIME: 5:00 P.M.  
PLACE: COUNTY BOARD ROOM

### **CALL TO ORDER**

Chairman Bunda called the meeting to order at 5:00 p.m. and read the agenda.

### **ROLL CALL**

Members Present: Bunda, Laabs, Lukas, Shaffer, & Stamper

Other Members: Barb Barker, Jason Theune, and Mark Rinehart

Absent:

Others present: Nora Matuszewski, Tammy Queen, Larry Berg, Lynne Black, Jeff DeMuth, and Bill Anderson

### **APPROVE AGENDA**

Motion by Stamper to approve the agenda, second by Shaffer. All present voting AYE.  
Motion adopted.

### **APPROVE MINUTES FROM THE JUNE 11, 2019 PUBLIC PROPERTY/BUILDING COMMITTEE**

Motion by Laabs to approve the minutes from the June 11, 2019 meeting, second by Stamper. All present voting AYE. Motion adopted.

### **UPDATE FROM MSA FAIR PROPERTY PROJECT, REPRESENTATIVE JEFF DEMUTH. DISCUSSION AND POSSIBLE ACTION OR ACTIONS**

Jeff DeMuth was in to update the committee on the progress they have made on the property. He is still waiting for the title search, which he thought was ordered by Paul Payant. He needs more information for the boundary and it will take them two more days to finish the work at an additional cost of \$2,000.

### **DISCUSSION WITH AGING DIRECTOR ON UTILIZING TRUST FUNDS FOR A NEW GARAGE FLOOR ON RECOMMENDATION FROM THE AGING COMMITTEE, POSSIBLE ACTION**

Motion by Stamper to approve the new garage floor and forward to finance, then have bids sent out for the approach, second by Lukas. All present voting AYE. Motion adopted.

### **DISCUSSION AND POSSIBLE ACTION ON APEX PROPOSAL TO WIDEN SCOPE OF SERVICE TO INCLUDE NORTH ANNEX AND LAW ENFORCEMENT CENTER**

Rinehart is worried more about the jail; he will obtain quotes for replacing the chiller and generator for the jail and bring back to the next meeting.

#### DISCUSSION AND POSSIBLE ACTION ON PARKING LOT REPAIR AND RECOMMENDATIONS

Anderson explained that the patch in place now is only temporary, that it is too thin to fix it correctly, and it should be ground down to the grass; with the sidewalks being done first. Bunda asked Rinehart to find out if mudjacking would be possible by the building.

#### DISCUSSION AND POSSIBLE ACTION ON SOUTH ANNEX ROOF REPAIR

Motion by Laabs to accept the updated proposal for the south annex roof repair with the proposal amount of 24,885, second by Lukas. All present voting AYE. Motion adopted.

#### UPDATE, DISCUSSION AND POSSIBLE ACTION ON PANIC ALARMS

Theune is still waiting for a decision on the state-owned computers allowing the implementation.

#### MAINTENANCE UPDATE ON ONGOING PROJECTS, CURRENT ISSUES, POSSIBLE ACTIONS

There is a need for updating of the jail kitchen appliances which includes the convection oven and dishwasher. The committee suggested that Dennee put together a list of what needs to be replaced and put it into next years' budget and forward to Finance. Rhinehart told the committee that Al Flannery said to go ahead and get the building fixed at the Fairgrounds that was damaged. The blueprints to the building are being viewed continuously and Rinehart has a concern that they will become damaged, as many of them are already very old. Motion by Bunda to digitize the blueprints, second by Stamper. All present voting AYE. Motion adopted.

#### BUDGET REVIEW TO DATE, UPDATE FROM MAINTENANCE SUPERVISORS ONE YEAR OF TRAINING THE NEW MAINTENANCE SUPERVISOR. DISCUSSION AND POSSIBLE ACTION

The committee asked about what the plan was for the future of the Maintenance department and would like the question forwarded to Personnel for review along with a plan going forward. The discussion was as to if three (3) maintenance workers will continue when the supervisor retires or will the personnel go back to two (2), and if they continue with three (3) what is the wage going to be for the new hire and will one be just full-time in the jail.

#### DISCUSSION AND POSSIBLE ACTION ON LANDSCAPING CONTRACTORS FOR THE FLAG POLE PROJECT

The park is working on putting up a flag pole as well as the courthouse, so both projects should be quoted at the same time.

#### DISCUSSION AND POSSIBLE ACTION ON QUOTES FOR THE SPLIT UNIT WINDOW AIR CONDITIONERS

Four contractors were contacted for quotes and none have returned calls. Motion by Shaffer to put requests for proposals in the paper, second by Stamper. All present voting AYE. Motion carried.

DISCUSSION AND POSSIBLE ACTION ON QUOTES FOR DIGITAL CONTROL THERMOSTATS

Johnson Controls quoted an estimate of \$60,000 to \$90,000 and AESC was sending a quote.

DISCUSSION AND POSSIBLE ACTION ON QUOTES FOR THE EMERGENCY GOVERNMENT VEHICLE

Forward to the Emergency Government Committee.

PUBLIC COMMENT ON AGENDA ITEMS

There was discussion about a tree in the back behind that courthouse that needs to come down.

SET NEXT MEETING DATE AND POSSIBLE TOPICS

The next meeting date was set for August 12, 2019 at 5:00 p.m.

ADJOURNMENT

Motion by Stamper to adjourn the meeting, second by Shaffer. All present voting AYE. Motion carried. Meeting adjourned at 6:28 p.m.