

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

February 3, 2016

The Property, Building and Grounds Committee met on Wednesday, February 3, 2016, at 9:00 a.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: Tom Crofton, Dave Turk, Buford Marshall, Jr. and Lew Van Vliet. Members absent include Carol Clausius and Gaylord Deets.

Others present included: Jeffrey C. Harrison, Deputy County Clerk; Avery Manning, Courthouse Maintenance Supervisor; Michael Bindl, Richland County Zoning Administrator; Julie Keller, County Treasurer; and Linda Hanefeld, Wisconsin DNR Team Supervisor for the Wisconsin Petroleum Environment Cleanup Fund (PECFA).

Committee Chairman Crofton called the meeting to order.

The Deputy Clerk verified that the meeting had been properly noticed. Copies of the agenda were sent by either mail or 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 Van Vliet, second by Marshall that the agenda be approved. Motion carried.

Chairman Crofton asked if any member desired the minutes of the previous session to be read or if any member desired to amend the minutes of the previous session. Hearing no motion to read or amend the minutes of the December 2<sup>nd</sup> meeting, the Chairman declared the minutes as approved.

Crofton took item up agenda item #6, in regards to the Lone Rock parcel (#146-0032-1100). Motion to have Zoning Administrator Bindl look over the property by Marshall, second by Turk. Motion carried.

Mrs. Hanefeld arrived and gave a short history of PECFA's involvement with Richland County on various projects. She indicated the Koechley property in the Town of Willow is eligible for Phase I grants, which involve preliminary site evaluation but no soil testing. She stated the process would be easier if the county owned the property outright. The committee instructed Zoning Administrator Bindl to contact the property owner about allowing County/DNR to walk through the property.

The Richwood parcel owned by Nancy Kisting is also eligible for PECFA grants, but because of the Kisting bankruptcy no further action is possible. The nearby property owners' wells have tested negative for contamination. The committee would like to have this item on next month's agenda.

Mrs. Hanefeld will contact the new owners of the Henrietta property in regards to remediation of contamination.

The committee moved back to item #6, in regards to the Richland Center parcel (#276-2100-1781). Veterans Service is working with the owner to pay back taxes and make repairs to the property.

Manning gave the following maintenance report:

- Snow removal is underway
- Cracks were reported in the Clerk of Court's office, and found to be minor
- Urinal in men's bathroom was plugged; pipe was cut and mineral deposits were removed
- The cluster mailbox is here and awaiting placement. Motion to place the mailbox on the second floor at a location to be determined by the maintenance supervisor by Turk, second by Van Vliet. Motion carried

No work performance or public/staff interface issues were reported.

Crofton would like all of the construction plans and studies for work on the Courthouse to be posted to the server for public and committee member access.

The next meeting is scheduled for Wednesday, March 2nd at 9:00 a.m.

Motion by Turk, second by Marshall to adjourn. Motion carried. Meeting adjourned at 10:05 a.m.

Jeffrey Harrison  
Deputy County Clerk