

PROPERTY, BUILDING AND GROUNDS COMMITTEE

June 1, 2016

The Property, Building and Grounds Committee met on Wednesday, June 1, 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: Buford Marshall, Marilyn Marshall and Steve Williamson. Richard McKee and David Turk were absent.

Others present included: Victor Vlasak, County Clerk; Julie Keller, County Treasurer; Stacy Kleist, Clerk of Circuit Court; Mike Bindl, Zoning Administrator; Barb Scott, IMS Director; Karen Knock, Veteran Service Officer; and Jennifer Laue, Probate Office.

Buford Marshall called the meeting to order.

The first order of business was the election of a Chairman. Motion by M. Marshall, second by Williamson that B. Marshall be nominated. Motion by Williamson, second by M. Marshall that the nominations be closed and the Clerk instructed to record that a unanimous ballot was cast for B. Marshall. Motion carried and B. Marshall was declared elected Chairman.

The next order of business was the election of a Vice Chairman. Williamson nominated M. Marshall. Motion by Williamson, second by M. Marshall that the nominations be closed and the Clerk instructed to record that a unanimous ballot was cast for M. Marshall. Motion carried and M. Marshall was declared elected Vice Chairman.

The 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 M. Marshall, second by Williamson to approve the agenda. Motion carried.

Motion by Williamson, second by M. Marshall to approve the April 6th minutes. Motion carried.

Kleist addressed the Committee requesting removal from her vault of sections of the metal storage units that are no longer in use. The Rules of the Board require that the units be offered by email to other County departments at no cost. If no other County Department has use for the surplus equipment, it is then to be liquidated by the supervising committee by the best means possible. The sale of property that has an excess market value of more than \$500 must be approved by the County Board.

A request was made to approve the placing of a banner and pin wheels on the courthouse lawn for the June 15th Elder Abuse Awareness Day. Motion by M. Marshall, second by Williamson to approve the request.

Knock addressed the Committee requesting approval for the use of the Victim Witness office the last Wednesday of every other month for a counselor that will be coming from Madison to meet with veterans. Motion by Williamson, second by M. Marshall to approve the request. Motion carried.

Manning reported on problems with the elevator skipping floors. He noted that in the last week there have been no problems. The elevator technician has been replacing relays in the box in an attempt to solve the problem. The estimated cost to guarantee the elevators operation is \$100,000.00. This cost would include replacing a good portion of the controls and bringing the elevator up to code. Motion by M. Marshall, second by Williamson to keep the item on the agenda. Motion carried.

Scott addressed the Committee regarding the replacement of the camera system which monitors the entrance vestibule, parking lot and elevator. The suggestion is to purchase a 32 camera system that could also be used for the cameras in the jail. Scott will bring back estimates for the Committee to use in budgeting for 2017.

The Committee discussed the three tax deed parcels. The tax deed for the James Kast parcel in the Village of Lone Rock was recorded on May 31st. The tax deed for the Stanley and Eleanor Glaser parcel in the Village of Lone Rock has not been completed by Corporation Counsel. Corporation Counsel Southwick was to start eviction proceedings on the Dale Burnham tax deed parcel in the Richland Center. No new information was available regarding the eviction.

Manning reported that the first floor water fountain no longer works because there is a leak in the heat exchanger inside the unit. The estimated cost of a new unit is \$1,200.00. A suggestion was made that a Culligan water dispensing unit be brought in and the water fountain removed. Manning will bring back costs to the Committee at their next meeting for the Culligan service and purchasing a new water fountain.

Manning reported that two donated picnic tables are in disrepair and need to be disposed of. The Committee will begin 2017 budget discussions at their next meeting.

Motion by Williamson, second by M. Marshall to adjourn to Wednesday, July 6th at 9:00 a.m. Motion carried. The meeting adjourned at 9:44 a.m.

Victor V. Vlasak
Richland County Clerk