

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

April 5, 2017

The Property, Building and Grounds Committee met on Wednesday, April 5, 2017, 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: Buford Marshall, Marilyn Marshall, Richard McKee and Dave Turk. Steve Williamson was absent.

Others present included: Victor Vlasak, County Clerk; Julie Keller, County Treasurer; Avery Manning, Courthouse Maintenance Supervisor; Mike Bindl, Zoning Administrator; and Karen Knock, Veterans Service Officer.

Chairman Buford Marshall called the meeting to order.

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 McKee, second by Marilyn Marshall that the amended agenda be approved. Motion carried.

Motion by Marilyn Marshall, second by Turk that the printed copies of the minutes for the March 1<sup>st</sup> meeting be approved. Motion carried.

The Committee discussed a parcel located at 32951 Fulton Street, Gotham that was deeded to the County by Quit Claim Deed as a part of the railroad corridor. Corporation Counsel Southwick has advised that any sale of the parcel would be subject to language in the Quit Claim Deed which is at Volume 254, Page 553, Richland County Register of Deeds office. Motion by McKee, second by Turk to set a minimum value of \$1,500 on the parcel and advertise it for sale. Motion carried.

Motion by McKee, second by Marilyn Marshall to approve the request from the Richland Area Farmers Market for use of the courthouse grounds along Central Avenue for the 2017 Saturday Farmers Market. Motion carried.

The Committee discussed the appraised value set on Tax Deed Parcel # 276-2100-1781. The parcel had been appraised at \$1,000.00 by the Committee. The parcel is located at 314 West Mill Street, Richland Center. A bid of \$9,250.00 had been received for the demolition of the home and basement and removal of the materials from the site. Motion by McKee, second by Turk to change the appraisal on the parcel to \$1.00 and require the purchaser to escrow \$9,250.00 until the demolition and clean up of the site is completed to the County's satisfaction. Motion carried.

Chairman Marshall distributed to Committee members copies of the completed surveys received from courthouse departments regarding concerns about courthouse building and grounds maintenance. The Committee will discuss the surveys at their May meeting.

The Committee discussed the 2017 courthouse budget and the suggested 15% reduction. Manning will bring recommendations to the Committee at their May meeting.

A brief discussion took place regarding the inability of the Maintenance Supervisor position to accumulate compensatory time because of language in the Handbook of Personnel Policies and Work Rules.

Knock explained a proposal to have juveniles who have been sentenced by the Judge to community service perform maintenance on the courthouse grounds. The youth would be under the supervision of veterans. There would be no cost to the County for the services.

Manning reported that there were no violations noted from the recent fire inspection. The testing of the smoke alarms and pull stations has been scheduled. The fire extinguisher inspection has been completed. No further leaks have been detected in the roof area over the office for the Victim Witness. A small leak occurred over the window in the Register of Deeds office. Nonoperational ballasts are being replaced with newer style light fixtures. The old dispatch consol is still in place and affecting some of the controls around the building. The judge's toilet has been replaced at a cost of \$189.00.

The next meeting is scheduled for May 3<sup>rd</sup> at 3:00 p.m.

Motion by Marilyn Marshall, second by McKee to adjourn. Motion carried. The meeting adjourned at 3:52 p.m.

Victor V. Vlasak  
Richland County Clerk