

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

October 1, 2014

The Property, Building and Grounds Committee met on Wednesday, October 1, 2014, 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, Carol Clausius, Gaylord Deets, Dave Turk and Lew Van Vliet.

Others present included: Victor Vlasak, County Clerk; Judge Sharp; Avery Manning, Courthouse Maintenance Supervisor; Barb Scott, MIS Department; Bob Frank, Sheriff's Department Road Patrol Lieutenant; and Damon Anderson, Anderson Realty, LLC.

Committee Chairman Crofton 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, a copy was faxed to The Richland Observer and a copy was sent by email to WRCO and Courthouse Department Heads.

Motion by Van Vliet, second by Turk that the agenda be approved, as amended, with one agenda item added. Motion carried.

Motion by Clausius, second by Turk that the printed copies of the minutes for the September 3<sup>rd</sup> meeting be approved. Motion carried.

Damon Anderson addressed the Committee regarding Town of Henrietta Tax Deed Parcel # 014-3440-1012 located in Hub City. At the June 4<sup>th</sup> Property Committee meeting a value of \$4,000.00 had been set for the minimum sale price on the parcel. No bids were received at the sale held on August 5<sup>th</sup> by the Finance and Personnel Committee. The Finance and Personnel Committee then referred the parcel back to the Property Committee for reappraisal. At the September 3<sup>rd</sup> Property Committee meeting a recommendation was made by the Property Committee to the Finance and Personnel Committee that the parcel be listed for sale with Anderson Realty, LLC. At the September 12<sup>th</sup> Finance and Personnel Committee meeting a motion was made and seconded to list the parcel for sale with Anderson Realty, LLC and let the realtor set the sale price. The motion carried. Mr. Anderson does have someone interested in purchasing the parcel, but not for \$4,000.00. It was noted that the Ordinance Establishing Procedures for the Sale of Tax Deed Property requires approval by the County Board to contract with a realtor to sell tax deed properties. Motion by Turk, second by Clausius that the Property Committee recommends to the Finance and Personnel Committee that Mr. Anderson be allowed to negotiate and set the sale price of the parcel with the interested buyer. Motion carried.

The Committee discussed Town of Henrietta Tax Deed Parcels # 014-3440-0560 and 014-3440-0570 located in Hub City. The County Board adopted Resolution # 129 approving the bid of Wanless Construction, LLC to do part of the work of clearing the site of the old Meyer's Supper Club and adjoining house. However, the resolution stated that the clearing of the site cannot proceed until possible asbestos in the structures, buried tanks and other possible contamination issues have been properly inspected and removed by qualified professionals.

The Committee discussed Lone Rock Tax Deed Parcel # 146-0027-1100. Motion by Van Vliet, second by Turk to appraise the parcel for \$7,000.00. Motion carried.

The Construction Management Services Agreement is being reviewed by Corporation Counsel Southwick.

Manning presented the Agreement from Pellitteri for the destruction of certain confidential information. The papers will be shredded at the courthouse site. The Agreement is for a period of three years. Two 65 gallon containers are provided. Papers are shredded every eight weeks. Motion by Turk, second by Van Vliet to forward the Agreement to Corporation Counsel Southwick for review, prior to entering into the agreement. Motion carried.

Manning reported that there were no employee work performance issues.

Manning reported that there were no public/staff interface issues.

Manning reported that he has purchased more replacement lighting from Southwest Tech. 47 units were purchased at a cost of \$11.00 each. The fire inspection took place. There were no issues. The water heater has a leak in a pipe. Kevin Mulholland has been contacted to start cleaning carpets.

Motion by Van Vliet, second by Deets to take a Tax Deed on tax delinquent parcel # 276-2014-2000 located in the City of Richland Center. Motion carried.

Barb Scott addressed the Committee regarding a recommendation from the Courthouse Security Committee that panic alarms be installed in offices on the third floor of the courthouse addition. The project was advertised in The Richland Observer. A proposal in the amount of \$6,925.00 was received from Mid-Wisconsin Security, Inc. A quote was received from Complete Control, Inc. in the amount of \$24,586.45. Motion by Van Vliet, second by Turk to recommend approval of the proposal from Mid-Wisconsin Security, Inc., if the funding is available. Motion carried.

Motion by Clausius, second by Deets to approve a request for use of the ground for Center Color Fest. Motion carried.

Motion by Van Vliet, second by Turk to adjourn to Wednesday, November 5<sup>th</sup>. Motion carried. The meeting adjourned at 9:45 a.m.

Victor V. Vlasak  
Richland County Clerk