

PROPERTY, BUILDING AND GROUNDS COMMITTEE

January 7, 2015

The Property, Building and Grounds Committee met on Wednesday, January 7, 2015, 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, Gaylord Deets, Dave Turk and Lew Van Vliet. Members absent include Carol Clausius.

Others present included: Jeffrey C. Harrison, Deputy County Clerk; and Avery Manning, Courthouse Maintenance Supervisor, and Custodian Lester Parker.

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 Turk that the agenda be approved. Motion carried.

Motion by Turk, second by Van Vliet that the printed copies of the December 3rd minutes be approved. Motion carried.

Mr. Lester Parker read a prepared statement detailing his concerns with the way his future employment has been discussed during meetings. Mr. Parker then left the meeting.

The Committee discussed tax delinquent parcel number 111-1312-4400 located in the Village of Cazenovia and owned by James and Charlotte Scheeler. Van Vliet recently visited the property and believes it to be vacant. Motion by Deets to take this property for back taxes; second by Van Vliet. Motion carried.

Chairman Crofton gave an update on remodeling the county jail. He stated the Samuels Group has not agreed to the new contract providing construction management services as yet.

Manning noted that Pellitteri will provide the confidential paper shredding service without an agreement in place. Pellitteri will provide service for one year with a contract.

Manning gave the following maintenance report:

- Plumbing problems have been resolved in the jail.
- Winter equipment is in good repair.
- All third floor carpets were cleaned in December.
- Hand sanitizer is available in public areas and bathrooms.
- One heat pump was repaired using parts on hand; water heater leak was repaired.
- Computer recycling options are being explored.

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

The next meeting is scheduled for Wednesday, February 4th at 9:00 a.m.

Motion by Van Vliet, second by Turk to adjourn. Motion carried.

Jeffrey Harrison, Deputy County Clerk