

PROPERTY, BUILDING AND GROUNDS COMMITTEE

April 1, 2015

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

Others present included: Avery Manning, Courthouse Maintenance Supervisor; Lester Parker, Courthouse Custodian; Damon Anderson, Anderson Realty; and Victor Vlasak, County Clerk.

Committee Chairman Crofton called the meeting to order.

Motion by Clausius, second by Deets that the County Clerk continues to take the minutes for the Property Committee meetings. Motion carried, with Crofton voting against the motion.

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 Clausius, second by Van Vliet that the agenda be approved. Motion carried.

Motion by Van Vliet, second by Clausius that the March 4th minutes be approved. Motion carried.

The next agenda item was the appraisal and securing of Cazenovia Tax Deed Parcel # 111-1312-4400. Motion by Van Vliet to appraise the parcel at \$15,000.00. No second was received to the motion. Damon Anderson explained that at last month's meeting he was asked to go to the property and secure it for \$300.00. The water pipes had broken. Crofton noted that the water leak was in the kitchen area and back wall. Damon said that he did go to the parcel and secure it. It has been padlocked and a lock box installed with the 647-2197 phone number on the box. Damon stated that he was just getting to the door of the home on the parcel when he received the call from Crofton about Corporation Counsel Southwick's comments that the agreement with Damon to secure the property and provide a broker price opinion was not proper. Damon did not do the broker price opinion. Damon does not expect the \$300.00 payment.

Motion by Clausius, second by Deets to appraise the parcel at \$20,000.00. Motion carried. Motion carried.

The next agenda item was Richland Center Parcel # 276-1656-6000. Damon has been working on the property for the last year and a half. He was told that the County would not be taking this property for back taxes. He has been in contract with the owner for the last four

years. Taxes, with interest, total over \$15,000.00. He has been trying to personally get the property. He has done a ton of research. May of 2013 he brought in a dumpster. He incurred labor costs and expenses of \$800.00 to clean the building. The trees were cut down. When cleaning out the building he realized at that point that the water had been running literally for years. Gayle Mathews, City Utilities, put in a new curb stop. Damon paid to have the building gutted. Damon had asked Corporation Counsel Southwick if the amount of outstanding taxes could be reduced and was told that they could not be. Damon boarded up windows to the building. \$9,900 received from the State was to help remove the underground tanks. The total cost of removal was \$22,000.00.

Motion by Deets, second by Van Vliet to take a tax deed on Richland Center Parcel # 276-1656-6000. Motion carried. Crofton noted Damon Anderson's voluntary cleanup of the parcel.

Tax deed property sale procedures has been place on the April 7th Finance/Personnel Committee agenda. A staff person or contract is needed. A list is needed of what need to be done. Have staff from Zoning, Highway or Land Information perform the tasks.

Manning presented the following maintenance report: The door stops for the fire door on the second floor and on the county board room door have been installed. Work is under way for a directory screen. A leak in the roof above the County Clerk's office occurred after the last snow. Manning will be cleaning the county board chairs. The settling that occurs of the elevator was explained. There is still an issue with flowers around the building.

Parker reported that there were no employee work performance issues.

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

Crofton reported that a joint meeting of the Courthouse Security Committee, Property Committee and Law Enforcement Committee will take place on Friday, April 10th at 8:30 a.m. If that date does not work out, the joint meeting would take place on May 8th. The architects have come up with a conceptual plan different than the plans developed by the previous architects. They will be giving a conceptual plan of the entire building. One decision that may need to be made is if a different committee should be established to look at this. The April 10th date is not confirmed as the architect is out of town. One concern is the funding and the personnel costs to split the dispatch and jail. A decision will need to be made if this going to happen or not.

Motion by Van Vliet, second by Clausius to adjourn to the next called meeting. Motion carried. The meeting adjourned at 9:38 a.m.

Victor V. Vlasak
Richland County Clerk/
Administrative Coordinator