

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

March 2, 2016

The Property, Building and Grounds Committee met on Wednesday, March 2, 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: Tom Crofton, Gaylord Deets, Buford Marshall, Jr. and Lew Van Vliet. Carol Clausius and Dave Turk were absent.

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

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 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 Marshall that the agenda be approved. Motion carried.

The February 3<sup>rd</sup> minutes were approved.

Motion by Van Vliet, second by Deets to approve the Professional Services Agreement – Extension 1 in the amount of \$4,500 for design development by Jewell Associates Engineers, Inc. Motion carried.

Keller reported on tax delinquent parcel number 008-1942-1100 in the Town of Dayton. Motion by Deets, second by Van Vliet to present a resolution for approval to take a tax deed on the parcel. Motion carried.

Bindl reported on tax delinquent parcel number 146-0020-0500 located in the Village of Lone Rock. Motion by Van Vliet, second by Marshall to postpone action on the parcel pending further information. Motion carried.

Bindl reported on tax delinquent parcel number 146-0032-1100 located in the Village of Lone Rock. Motion by Van Vliet, second by Deets to postpone action on the parcel pending further information. Motion carried.

Marshall reported that Veteran Service Officer Karen Knock was instructed to forward to Health and Human Services working with Dale Burnham regarding getting financial assistant to repair the roof on the house on parcel number 276-2100-1781 located in the City of Richland Center. Taxes on the parcel are delinquent. The taxes would need to be paid by Mr. Burnham before he could receive any financial assistance for repairs. Motion by Deets, second by Van Vliet to present a resolution for approval to take a tax deed on the parcel. Motion carried.

Motion by Marshall, second by Van Vliet to postpone the agenda item regarding the Wisconsin Petroleum Environmental Cleanup Fund Reimbursement Program pending further information. Motion carried.

Manning reported on repairs to the third floor water fountain and damage to the carpeting under the unit; problems with the elevator going to the wrong floor; and the need to replace the bulb to the light for the veterans memorial flag.

Manning reported that the mail box is in place. The boxes will need to be assigned to the different departments. The City will need to be approached for an address for the boxes.

The April 6<sup>th</sup> meeting will be a review of the last six years accomplishments and projects still to be completed.

Manning reported that Parker has been off a few days due to illness.

Motion by Van Vliet, second by Marshall to adjourn. Motion carried. The meeting adjourned at 9:35 a.m.

Victor V. Vlasak  
Richland County Clerk