

PROPERTY, BUILDING AND GROUNDS COMMITTEE

August 2, 2017

The Property, Building and Grounds Committee met on Wednesday, August 2, 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 and Dave Turk. Richard McKee and Steve Williamson were absent.

Others present included: Victor Vlasak, County Clerk; Julie Keller, County Treasurer; Avery Manning, Courthouse Maintenance Supervisor; and Damon Anderson, Anderson Realty.

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 M. Marshall, second by Turk that the agenda, as amended, be approved. Motion carried.

Motion by Turk, second by M. Marshall that the printed copies of the minutes for the July 5th meeting be approved. Motion carried.

The Committee discussed delinquent Tax Parcel # 111-1300-0410 located in the Village of Cazenovia. Christian Gieck is the current owner of the parcel. The Village removed the structure from the parcel. The approximate cost of the removal was \$45,000.00. The Village could levy a special assessment on the parcel to recover the cost of removal of the structure. Since the County settles in full with all taxing jurisdictions, the result of the special assessment would be that the County would end up paying the \$45,000.00. The Village would like to own this parcel. Corporation Counsel Southwick has advised that the County and Village could enter into an agreement whereby the county would take ownership of this tax delinquent parcel and then deed it back to the Village in exchange for the Village paying the back taxes and releasing the County from any further obligation regarding this Tax Parcel. Motion by M. Marshall, second by Turk to present a resolution to the County Board for approval to take a Tax Deed on the parcel. Motion carried.

The Committee discussed delinquent Tax Parcels # 111-1300-0823, 111-1300-0824 and 111-1300-0825 located in the Village of Cazenovia. James Kummer is the current owner of the parcels. The Committee discussed possible costs to the County associated with the removal of the structure on the parcels. No Committee action was taken. Corporation Counsel Southwick will be asked be asked for advice regarding taking a tax deed on the parcels.

The Committee discussed delinquent Tax Parcels # 022-2942-1000, 022-2942-2000, 022-2933-4000 and 022-2933-5000. Venna Comar is the current owner of the parcels. Treasurer Julie Keller reported that 17 acre Parcel # 022-2942-1000 has been sold to Damon Anderson.

Corporation Counsel Southwick had requested a bid for appraisal services for Tax Parcels # 022-2942-2000 and 022-2933-5000. Damon Anderson requested that the Committee take no action regarding the appraisal of the remaining parcels as an appraisal is underway for Tax Parcel # 022-2942-2000 located on Pine Tree Lane because there are prospective buyers for the parcel. Motion by Turk, second by M. Marshall to postpone action on the parcels until the Committee's September meeting. Motion carried.

The Committee discussed vendors to provide the courthouse fire alarm inspection service. Manning reported that he contacted Midwest Alarm Services regarding Corporation Counsel Southwick's concerns with their Agreement. Midwest Alarm Services would provide the inspection service without a contract at a cost of \$1,458.00. Manning has contacted Ahern for a quote to provide the inspection services. Their cost to provide the services is \$997.00. The Ahern agreement has been forwarded to Corporation Counsel Southwick for review.

Manning presented the following Maintenance Supervisor's report:

- An inspection of the courthouse facility was conducted by a representative from the County's property insurance policy;
- Replacement of lighting is continuing in courthouse offices;
- Plumbers have been called to deal with a blocked drain in the jail;
- The annual elevator inspection was conducted;
- The heat pump in the Veterans Service office and one in the Child Support office have been cleaned;
- Water leaks were detected after the recent heavy rains;
- Employees in the maintenance department have vacations scheduled;
- Precision Controls has been called to rebuild the pump going to the cooling tower due to a leak;
- New signage for the Zoning and Treasurer's offices has been received.

Chairman Marshall requested that the maintenance check lists indicate whether it is Avery or Lester that is completing the tasks on the lists.

Manning reviewed the current 2017 budget. Discussion was held regarding the effect of the proposed budget cuts for 2018.

The next meeting is scheduled for September 6th at 3:00 p.m.

Motion by M. Marshall, second by Turk to adjourn. Motion carried. The meeting adjourned at 3:59 p.m.

Victor V. Vlasak
Richland County Clerk