

PROPERTY, BUILDING AND GROUNDS COMMITTEE

July 11, 2018

The Property, Building and Grounds Committee met on Wednesday, July 11, 2018, 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, Larry Sebranek, Richard McKee and Steve Williamson. Chad Cosgrove was absent.

Others present included: Victor Vlasak, County Clerk; Julie Keller, County Treasurer; Jennifer Harper, District Attorney; Jay Robb, City Attorney; Avery Manning, Courthouse Maintenance Supervisor; and Damon Anderson, Anderson Realty.

Committee Chairman Marshall called the meeting to order.

The Clerk verified that the meeting had been properly noticed. Copies of the agenda were sent by 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 McKee, second by Williamson that the agenda, as amended, be approved. Motion carried.

Motion by Sebranek, second by McKee for approval of the printed copies of the minutes for the June 6th meeting. Motion carried.

County Treasurer Julie Keller addressed the Committee emphasizing the importance of prompt and regular delivery of the mail to the courthouse. Manning explained that he is now picking up the mail in the morning from the post office.

Keller provided an update on the tax delinquent parcels owned by Vena Comar located in the Town of Richland. Notifications are still in progress.

No action was taken on the tax delinquent James Kummer parcels located in the Village of Cazenovia.

No action was taken on the tax delinquent Brian and Louann Schmitz parcel located in the Village of Lone Rock.

City Attorney Jay Robb provided an update on Richland Center Parcel # 276-2179-1900 owned by Floyd Clement and Parcel # 276-2100-6040 owned by Anita Gray. Ads have been published requesting bids to remove the structures on both parcels. The cost of the removal for each parcel will be added to the tax bill for each parcel.

Keller reported that interested people have come forth to purchase the Cazenovia and Yuba tax deed parcels. Corporation Counsel Southwick has indicated that the parcels can be

sold even though the bidders did not come forth at the time of the advertised tax deed sale. The sale of both parcels will be placed on the August 3rd Finance and Personnel Committee agenda.

Williamson provided an update on grant funds that are available for replacement trees for the courthouse grounds. Motion by McKee, second by Sebranek to present a resolution for approval to apply for and accept a grant from American Transmission Company to cover the cost of purchasing 6 to 8 trees to replace the dying ash trees on the courthouse grounds. Motion carried.

Manning reviewed the Courthouse budget. Recycling and garbage disposal were discussed.

Manning reported that the heaters on the elevator pump motor were tripped and the pump would not start. The heaters were reset and the elevator is now operating normally. Insurance engineers have inspected the roofs for hail damage. No problems were found with the flat roof except in areas where the sheet metal was dinged up. No problems were found with the slate roof on the old courthouse building. The shingled roof on the jail building will need to be replaced. The water to the building was shut off last month by accident causing some problems. Two of the air conditioning units in the bank of units are not working. There are also problems with the air conditioning for the old building when the temperatures get too high. The new courthouse custodian, Deanna Hunt, started work last Thursday. A new phone line was added in the District Attorney's office.

Copies of the Agreement with Jewell Associates Engineers, Inc. for services to design security measures for the old courthouse building were distributed to Committee members. The proposed agreement has a cost of \$28,800. Motion by Sebranek, second by McKee to forward the Agreement to the Finance and Personnel Committee for funding. Motion carried.

Motion by McKee, second by Williamson to go into closed session under Section 19.85 (1) (c) (f), of the Wisconsin Statutes for the preliminary consideration of personnel evaluation data or specific personnel problems and that the County Clerk be allowed to remain for the closed session. Roll call vote. Ayes: Sebranek, Marshall, McKee, Williamson. Ayes 4. Noes 0. Total 4. Motion carried.

Closed session.

Motion by McKee, second by Williamson to return to open session. Motion carried.

Motion by Sebranek, second by McKee to adjourn until August 1st at 3:00 p.m. Motion carried.

Victor V. Vlasak
Richland County Clerk