

PROPERTY, BUILDING AND GROUNDS COMMITTEE

April 1, 2021

The Property, Building and Grounds Committee met on Thursday, April 1, 2021 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: Richard McKee, Chad Cosgrove, Steve Carrow and Steve Williamson (virtually). Dan McGuire was absent.

Others present included: Victor Vlasak, County Clerk; Clinton Langreck, County Administrator; Julie Keller, County Treasurer; Randy Nelson, Courthouse Maintenance Supervisor; and Mike Bindl, Zoning Administrator.

County Board Supervisors present included: Don Seep, Kerry Severson, Shaun Murphy-Lopez and Gary Manning.

Committee Chair McKee called the meeting to order.

Administrator Langreck confirmed the Proof of Notification.

Motion by Cosgrove, second by Carrow for approval of the Agenda. Motion carried.

Motion by Cosgrove, second by Carrow for approval of the minutes from the previous meeting. Motion carried.

Courthouse Grounds – Motion by Carrow, second by Cosgrove to approve the request from Passages, Inc. to use the courthouse lawn to display their pin wheels. Motion carried.

Civil War Monument and Flag – Supervisors Seep addressed the Committee and provided background relating to the current placement of the monument and flag on the northeast corner of the courthouse lawn. The item was included on the agenda to allow for discussion regarding possibly moving the monument and flag to the Veterans Memorial site located behind the Richland Center Municipal Building. Supervisor Seep recommended that the monument be retained on the courthouse lawn as the single historical monument of civil war veterans. Motion by Cosgrove, second by Carrow that the monument and flag remain where they are located on the courthouse lawn. Motion carried.

Land Conservation Office Space – County Conservationist Cathy Cooper reported that the current lease agreement for office space for the Land Conservation Department is under negotiation with the landlord's representative. The County would have until October 31st to notify the landlord, by certified mail, that the Land Conservation Department would be vacating the current leased space by December 31st.

County-Owned Tax Parcel # 022-3522-2000 – May 21, 2019 the Richland County Board adopted Resolution No. 19-49 authorizing the listing and sale of the 30.5-acre parcel of

vacant land located in the Town of Richland in the vicinity of the Pine Valley Community Village. Efforts are underway by the County Parks Commission to develop the parcel into a potential kayak landing and recreational area. The County Parks Commission is working with the Pine Valley Trustees and adjacent land owners to engage in a property swap to gain road access to the parcel. Motion by Williamson, second by Cosgrove to present a resolution rescinding Resolution No. 19-49 which authorized the sale of the parcel. Motion carried.

Courthouse Asbestos Inspection – A building safety inspection with the Wisconsin Department of Safety and Professional Services is currently underway. A remaining item under the inspection is the completion of an asbestos inspection. Motion by Cosgrove, second by Carrow to approve entering into an agreement with Advanced Testing & Inspection LLC (ATI), Spring Green, Wisconsin, to conduct an asbestos walk-through inspection for potential friable asbestos and to collect samples as required. The final price, based on the number of samples, would be \$2,230 - \$2,500. Motion carried.

Courthouse Key Control Plan – The Finance and Personnel Committee has directed that the Administrator identify personnel to be in charge of courthouse security and that he returns to the Finance and Personnel Committee with his recommendations. A consultant will be sought to assist with the development of a key control plan.

Cazenovia Tax Deed Parcels # 111-1300-0823, 111-1300-0824 and 111-1300-0825 - Light Fixtures – Supervisor Murphy-Lopez reported that, prior to the demolition of the structure on the parcels, he removed four ceiling lights fixtures and globes from the building to keep them from being demolished with the building. Murphy-Lopez is storing the fixtures in an old shed on his property. The estimated value of the fixtures is between \$50 and \$100 each. He will return to the Property, Building and Grounds Committee once a use is found for the fixtures and globes.

Property Management Report

- Courthouse Garage Doors – One door is still on order. The remaining doors have been installed.
- Large Courtroom Improvement Project – The project is complete.
- Department of Justice Grant Second Round Appeal – The actual grant language is not available at this time.
- Historic Courthouse Roof Repair – The design specifications are nearly complete. The base bid will be to patch the roof. There will be an alternate bid to replace the existing roof. Change orders could result if additional damage to the underlayment is found.
- Fund 43 – Courthouse Repair Fund – The 2021 appropriation was reduced from \$40,000 to \$20,000. A heat exchanger replacement is planned.
- Fund 75 – 2020 Capital Projects - \$30,000 was used to cover expenditures for the large courtroom improvement project.
- Pine Valley Farm Lease and Land Swap – Once the resolution approving the sale of the parcel is rescinded, a new lease agreement for the farmland will be developed.
- Richland Center Contaminated Property – No action has taken place since the last meeting.

- Cazenovia Tax Deed Parcels – If the Village of Cazenovia is not interested in the parcels, a value will be set by the Property, Building and Grounds Committee and the parcels will be advertised for sale.
- Child Support Security Wall – The project is basically complete. What remains is the installation of the trim and painting.
- Courthouse Lawn – Removal of Trees – The trees have been removed. The Highway Department delivered black dirt to use in filling the stump holes. Once the holes are filled and the dirt leveled, the areas will be seeded.

A future agenda item would be a space needs assessment for the ground floor.

Motion by Carrow, second by Williamson to adjourn. Motion carried. The meeting adjourned at 3:51 p.m.

Victor V. Vlasak
Richland County Clerk