

## PROPERTY, BUILDING AND GROUNDS COMMITTEE

September 2, 2021

The Property, Building and Grounds Committee met on Thursday, September 2, 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, Dan McGuire and Steve Currow.

Others present included: Tammy Wheelock, Deputy County Clerk; Clinton Langreck, County Administrator; Randy Nelson, Courthouse Maintenance Supervisor; Russ Mohns, Project Engineer with Specialty Engineering Group, LLC.

1. **Call to Order:** Committee Chair McKee called the meeting to order at 3:02 pm.
2. **Proof of Notification:** Tammy Wheelock confirmed the meeting was properly noticed.
3. **Agenda Approval:** Motion by Cosgrove, second by McGuire for approval of the agenda. All ayes, motion carried.
4. **Previous Meeting Minutes:** Motion by McGuire, second by Cosgrove for approval of previous meeting minutes. All ayes, motion carried.
5. **Discussion and possible action regarding a bid proposal on courthouse roof:** Russ Mohns gave overview of the two bids received. He recommends Interstate Roofing with a bid of \$272,000, with an estimated project start date of Spring 2022. Motion by Cosgrove, second by McGuire for acceptance of \$272,000 bid funded from Fund 92 and American Rescue Plan Funds. All ayes, motion carried.
6. **Discussion and possible action regarding disposition of light fixtures from tax deed property:** Motion by Currow, second by McGuire to advertise for bids on the County website for light fixtures salvaged from the Cazenovia property with proceeds going into the general fund. All ayes, motion carried.
7. **Property Management Report:**
  - a. Courthouse Key and Security Project – No new information
  - b. DOJ Grant Second Round Application – No new information
  - c. Historic Courthouse Roof Repair – Bid proposal moving on to Finance and Personnel Committee
  - d. Pine Valley Farm Lease and Land Swap – Parks Committee will authorize funding for land survey for Land Swap agreement.
  - e. Space needs assessment of 1st floor – No new information
  - f. Metal Siding Assessment – Nelson states he reached out to 3 contractors, with only one return call. That contractor is interested in placing a bid.

**8. Future Agenda Items:** None stated

**9. Adjournment:** Motion by McGuire, second by Cosgrove to adjourn. All ayes, motion carried. The meeting adjourned at 3:23 p.m.

Tammy Wheelock  
Richland County Deputy Clerk