

## SHEBOYGAN COUNTY PROPERTY COMMITTEE MEETING MINUTES

**October 5, 2021**

**Called to Order: 4:30 pm**

**Adjourned: 5:11 pm**

MEMBERS PRESENT: Henry Nelson, Chairperson; Brian Smith, Secretary; George Kulow, Jon Kuhlow, Members.

MEMBERS PRESENT REMOTELY: Jacob Immel, Vice Chairperson.

OTHERS PRESENT: Jim TeBeest, Gail Ulezelski, Building Services.

### **CALL TO ORDER**

Chairperson Henry Nelson called the meeting to order at 4:30 PM.

### **CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW**

Posted October 1, 2021 at 1:35 PM.

### **APPROVAL OF MINUTES**

Property Committee – Regular Meeting, September 7, 2021 @ 4:30 pm – Moved by Supervisor G. Kulow/seconded by Supervisor J. Kuhlow to approve the minutes as presented; motion carried.

Supervisor Immel joined the meeting remotely at 4:35 pm.

### **REVIEW AND APPROVE VOUCHERS**

Moved by Supervisor Immel/seconded by Supervisor G. Kulow to approve vouchers as presented; motion carried.

### **CORRESPONDENCE**

- American Rescue Plan Act Funding Request – Jim TeBeest, Director – Building Services explained the history behind the request to receive Federal funding to cover wages for a temporary cleaner hired for Covid cleaning purposes during daytime hours. It is anticipated the request will be on the next County Board agenda for both the 2021 and 2022 portions.
- Waste Disposal Issues – The County is experiencing disposal issues as are other municipalities. The Purchasing Agent is checking alternatives and will recommend a new contract to the Property Committee.

### **BUILDING SERVICES**

- Consideration of ATMS (Automatic Teller Machines) in the Administration Building and Law Enforcement Center – The Treasurer presented the request to the Finance Committee; it was tabled pending further information. Supervisor Immel spoke in favor of the request noted it is something the County should be up to speed with. Discussion followed pertaining to covering costs of installation and revenue the County may experience. It was moved by Supervisor G. Kulow/seconded Supervisor J. Kuhlow to table the request pending the Finance Committee's decision and additional information as requested; motion carried.
- Consideration of Request for Permission to Post, Fill and Hire
  - Building Services Work (Cleaner) Vacant Position – Last month the Committee authorized filling two positions. Since that time another submitted resignation letter due to retirement on October 1, 2021. Verbal permission received from Chairman Nelson to post for the third position but full Committee authorization required. Moved by Supervisor Immel/seconded by Supervisor G. Kulow to approve request to post, fill and hire for a third position; motion carried.

- Project Updates
  - Aging & Disability Resources Center Finishes – Complete for this year; 14 doors to replace in 2022.
  - Airport Electrical – Ryder Cup – County Electrician spent many hours working to meet FAA requirements from installing antennas and cameras to being on hand during the tournament to handle any issues which may arise in addition to Emergency Control House near Whistling Straights.
  - Airport Keycard Upgrade – Nearing completion.
  - Bookworm Gardens Expansion – No questions; Executive Committee approved request and to move forward to present resolution at next County Board meeting.
  - Courthouse Annex Fan Coil Replacements – Installation of 19 fan coils complete. Some wall touch-up work by Maintenance staff required as new unit smaller than original.
  - Courthouse Boiler Replacements – Third boiler installation complete. Waiting on manufacturer start-up training upon colder weather.
  - Courthouse Branch 1 and 3 Relocations – Judges and staff, including all Veterans Court equipment/files and Court Reporter's desk relocated.
  - Courthouse Elevator Car Update – Wall panels replaced; waiting on flooring.
  - Courthouse Inmate Hallway – Bidding out; bid opening Tuesday – October 26, 2021 with award on November 2, 2021.
  - Detention Center Addition for Alternatives to Incarceration – Design on the fast track meeting with engineers. Hope to bid out over Christmas.
  - Detention Center Sprinkler Head Replacements – Some heads received; supply chain shortage. Delayed installation.
  - Health & Human Services Fire Alarm Upgrade – Complete; waiting on backlogged State Inspector.
  - Health & Human Services Mezzanine Finishes – Planning stage; drawing started.
  - Health & Human Services Roof Restore – Vendor's school projects complete; getting quotes.
  - Museum Taylor House Repairs – Replacing wood steps; repairing gutters; now with full funding in 2022.
  - Rocky Knoll Elevator Door Controls – two motors replaced and started door controls this week.
  - University of Wisconsin Green Bay – Sheboygan Campus Asphalt Road – Complete.
  - University of Wisconsin Green Bay – Sheboygan Campus New Sign – Fully constructed; waiting on Alliant electrical connection.

#### **APPROVAL OF ATTENDANCE AT OTHER MEETINGS OR FUNCTIONS**

None.

#### **DATE / TIME / LOCATION OF NEXT MEETING**

**Tuesday – October 19, 2021 4:30 PM**  
Administration Building – Room 302  
508 New York Avenue - Sheboygan, WI 53081

#### **ADJOURN**

Moved by Supervisor G. Kulow/seconded by Supervisor J. Kuhlow to adjourn; motion carried and meeting adjourned at 5:11 pm.

Respectfully Submitted,

Gail Ulezelski  
Recording Secretary

Brian Smith  
Secretary