

NOTICE OF REMOTE MEETING

PROPERTY COMMITTEE

January 19, 2021 - 4:30 PM

To Join the Meeting by Phone –

Dial: +1-413-659-6981

Enter Meeting ID: 296 500 441

Press: #

Agenda

Call to Order

Certification of Compliance with Open Meeting Law

Approval of Minutes

Property Committee – Regular Meeting, December 15, 2020 @ 4:30 PM

Correspondence

- Update on Bookworm Gardens and Overview of Potential Expansion of Lease of County Land
- Taylor Park Signage

Review and Approve Vouchers

Building Services

- Consideration of 2021 Project Expenditures Approval
 - Operating Budget -
 - All Buildings – HVAC Control Contract & Work Order/PM Contract
 - Administration Building – Treasurer’s Carpet Replacement
 - Courthouse Vestibule Doors (2)
 - Courthouse Court Commissioner Wallpaper
 - Courthouse – Cameras (6)
 - Courthouse - District Attorney Re-caulk Windows
 - Courthouse – Defibrillators (4) & Surfaces (4)
 - Courthouse – Parking Lot Crack Filling
 - Detention Center – Door Control Contract
 - Detention Center – Sally Port Heat
 - Health & Human Services – Mezzanine Finishes
 - Law Enforcement Center – Squad Overhead Door
 - Taylor Park – Tree Replacement
 - Capital Outlay -
 - ADRC – Zero Turn Mower
 - Courthouse Annex – Fan Coil Replacement (19)
 - Courthouse - Inmate Hallway
 - 5 Year Plan –
 - Aging & Disability Resource Center - Completion of Building Renovation
 - Courthouse – Boiler Replacement
 - Courthouse – Tuck Point (Partial)
 - Health & Human Services – HVAC Control Radiators (52)
 - Health & Human Services – South Roof Restoration

- Rocky Knoll – Elevator Door Controls (6)
- UWGB – Sheboygan Campus – University/Campus Drive Resurface

Approval of Attendance at Other Meetings or Functions

Date / Time / Location of Next Meeting

Tuesday – February 2, 2021, 4:30 PM

Adjourn

Prepared by:
Gail Ulezelski
Recording Secretary

Henry Nelson
Committee Chairperson

NOTE: A majority of the members of the County Board of Supervisors or of any of its committees may be present at this meeting to listen, observe, and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting. Wis. Stat. § 19.84 requires that each meeting of a governmental body be preceded by a public notice setting forth the time, date, place, and subject matter of the meeting. This Notice and Agenda is made in fulfillment of this obligation. Electronic versions of this Notice and Agenda may hyperlink to documents being circulated to members in anticipation of the meeting and are accessible to the public for viewing. Additions, subtractions, or modifications of the hyperlinked materials do not constitute an amendment to the meeting agenda unless expressly set forth in an Amended Notice and Agenda. Members of the public are encouraged to check from time to time before the meeting to see whether the hyperlinked content has been changed from what was originally posted. Persons with disabilities needing assistance to attend or participate or those without access to adequate telephone services are asked to notify Gail Ulezelski at (920) 459-4342 prior to the meeting so that accommodations may be made.

SHEBOYGAN COUNTY PROPERTY COMMITTEE (REMOTE) MEETING MINUTES

December 15, 2020

Called to Order: 4:30 pm

Adjourned: 4:53 pm

PRESENT VIA PHONE: Henry Nelson, Chairperson; Brian Hilbelink, Vice Chairperson; Jacob Immel, Secretary; George Kulow, Brian Smith, Members.
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 December 11, 2020 at 12:30 PM.

APPROVAL OF MINUTES

Property Committee – Regular Meeting, November 17, 2020 @ 4:30 PM – Moved by Supervisor Hilbelink/seconded by Supervisor Immel to approve the minutes as presented; motion carried.

REVIEW AND APPROVE VOUCHERS

Moved by Supervisor Immel/seconded by Supervisor Kulow to approve vouchers as presented; motion carried. Moved by Supervisor Hilbelink/seconded by Supervisor Kulow to authorize Gail Ulezelski, Recording Secretary to sign approved vouchers on behalf of the Property Committee; motion carried.

CORRESPONDENCE

- Department Commendations – Memo from Captain Paul Brinkman acknowledging Building Services staff for efforts in making annual inspection at the Detention Center a success. Committee consensus to forward copy to Human Resources to place copy in personnel files.
- Memo from Travis Gross, Executive Director – Sheboygan County Historical Society thanking Property Committee for support and assistance in installing new chiller system in the Museum.

BUILDING SERVICES

- Consideration of Authorizing Staff Member to Sign Vouchers on Behalf of the Property Committee after Virtual Meetings – See above Review and Approve Vouchers.
- Consideration of Contingency Fund Request
 - Courthouse Computer Equipment – Server system not large enough to handle additional security cameras. Request to transfer funds to cover cost of 40-TB real server versus a virtual server and will be capable of handling Rocky Knoll cameras when transferred. Discussion focused on funding/maintenance by Building Services versus Information Technology Department. Funds not available in IT budget so would have requested contingency funds and IT not experienced in handling camera system. It was the consensus in the future IT should be responsible for data and server, but not cameras. Moved by Supervisor Hilbelink/seconded by Supervisor Immel to approve the request and to clarify with IT and the Finance Committee who is responsible for what; motion carried.
- Consideration of Carryover of Unexpended 2020 Appropriations to 2021
 - University of Wisconsin Green Bay – Sheboygan Campus – Moved by Supervisor Hilbelink/seconded by Supervisor Kulow to approve request as presented; motion carried.
 - Building Services – Contingency and Capital Outlay funding will be adjusted pending completion of projects. Moved by Supervisor Hilbelink/seconded by Supervisor Kulow to approve request as presented; motion carried.

APPROVAL OF ATTENDANCE AT OTHER MEETINGS OR FUNCTIONS

None.

DATE / TIME / LOCATION OF NEXT MEETING

REMOTE - Tuesday – January 5, 2021, 4:30 PM.

ADJOURN

Moved by Supervisor Immel/seconded by Supervisor Hilbelink to adjourn; motion carried and meeting adjourned at 4:53 pm.

Respectfully Submitted,
Gail Ulezelski
Recording Secretary

Jacob Immel
Secretary