SHEBOYGAN COUNTY PROPERTY COMMITTEE MINUTES

Sheboygan County Courthouse
615 North Sixth Street
Sheboygan, WI
Building Services Conference Room

February 21, 2017 **Called to Order: 4:30 pm** **Adjourned: 5:15 pm**

PRESENT: Jim Glavan, Chairman, Henry Nelson, Vice Chairman, Bob Ziegelbauer, Secretary, Brian Hilbelink, Steve Bauer, Members.

OTHERS PRESENT: Dan Anholt, University of Wisconsin Sheboygan; Bernie Rammer, Purchasing Agent; Jon Dolson, County Clerk; Jim TeBeest, Gail Ulezelski, Building Services.

CALL TO ORDER
Called to order by Chairperson Glavan at 4:30 PM.

CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW
Posted February 17, 2017 at 3:20 PM.

APPROVAL OF MINUTES
Property Committee – Regular Meeting – December 20, 2016 @ 4:30 PM – Moved by Supervisor Bauer/seconded by Supervisor Hilbelink to approve as presented; motion carried.

REVIEW AND APPROVE VOUCHERS
Moved by Supervisor Bauer/seconded by Supervisor Ziegelbauer to approve vouchers as presented; motion carried.

CORRESPONDENCE
- 2016 4th Quarter Variance Reports
  - University of Wisconsin Sheboygan – Accepted as presented.
  - Building Services – Accepted as presented.

TRANSPORTATION COMPLEX UPDATE
Pre-Cast bid awarded to Boldt Construction, Build-Out to Quasius Construction; utilities portion net yet bid. Anticipate pre-cast to start near June 1st; footings before that time.

BUILDING SERVICES
- Consideration of 520 Pennsylvania Avenue Property – Rough estimates to demolish house between $7,500-$8,000; garage between $1,000-$1,500. Due to size of parcel, no way to demolish only the house and City ordinance does not allowing stand-alone garage. Materials must be tested for asbestos and lead-based paint, which would cost approximately $500 and approximately $2,000 for removal. Jon Dolson suggested when buildings are raised to consider splitting the lot between the two adjoining neighbors, thus increasing property values. Committee consensus no immediate urgency; table any action.
- Consideration of Contingency Fund Request – Moved by Supervisor Nelson/seconded by Supervisor Ziegelbauer to approve request to transfer $3,160 from Building Services contingency to Courthouse – structural to cover anticipated expenses of moving air conditioning unit for new office construction in the District Attorney's Office spaces; motion carried.

- Consideration of Project Updates
  - Administration Building Carpet Replacement – Plan to bid all three floors and replace this year; drawings pending.
  - Aging & Disability Resource Center Painting – Painting interior of outside walls under way.
  - Combined Dispatch Center Phase III – Complete; staff moved in February 16, 2017.
  - Courthouse Front Entrance / Security Enhancement – District Court Judge oversees changes when building contains courtrooms. Judge Persick to chair committee of stakeholders. Preliminary drawings include ADA ramp to building, circle driveway and rebuilding front steps.
  - District Attorney Office Remodel – Added new office; project complete.
  - Fire Alarm System Upgrades – In progress; Rocky Knoll and University of Wisconsin Sheboygan to be completed in 2017.
  - Health & Human Services Restroom Retiling – 12 of 14 restrooms completed as of February 16, 2017.
  - HVAC Control Upgrades – Administration Building done; Law Enforcement Center nearly complete; Rocky Knoll half done; programming at Health & Human Services; and, University of Wisconsin Sheboygan to be completed in 2017. Some complications.
  - Key Card Systems Upgrades – Old systems out of date; now a web-based program. Administration Building, Courthouse and Law Enforcement complete; University of Wisconsin Sheboygan to be completed in 2017.
  - Information Technology Department Remodel – Rebidding carpet/lights/ceiling/painting; hope to award April 4th.
  - University of Wisconsin Sheboygan VAV Upgrades – Awarded to Aldag-Honold; waiting for heating season to be over before starting.
  - University of Wisconsin Sheboygan Water Main Replacement – Completed; final payment made December 9, 2016.
  - Taylor Park Shelter – Completed; final payment made December 14, 2016.

APPROVAL OF ATTENDANCE AT OTHER MEETINGS OR FUNCTIONS
At the February 7, 2017 meeting, members were approved to attend the Finance Committee Meeting tentatively schedule for February 22, 2017. That meeting was cancelled; approval will be for the next meeting.

DATE / TIME / LOCATION OF NEXT MEETING
Tuesday – March 7, 2017 @ 4:30 PM, Courthouse Annex – Building Services Conference Room, 615 North 6th Street - Sheboygan.

ADJOURN
Moved by Supervisor Bauer/seconded by Supervisor Ziegelbauer to adjourn; motion carried, meeting adjourned.

Respectfully Submitted,

Gail Ulezelski
Recording Secretary

Robert Ziegelbauer
Secretary