

**NOTICE OF MEETING**  
**PROPERTY COMMITTEE**  
**September 5, 2017 - 4:30 PM**

Courthouse  
615 North 6th Street  
Sheboygan, WI 53081  
Building Services Conference Room

**\*Agenda\***

**Call to Order**

**Certification of Compliance with Open Meeting Law**

**Approval of Minutes**

Property Committee – Regular Meeting – August 15, 2017 @ 4:30 PM

**Review and Approve Vouchers**

**Correspondence**

**Transportation Complex Update**

**University of Wisconsin Sheboygan**

**Building Services –**

Consideration of Aging & Disability Resource Center Grant Updates

Consideration of Award Bid Courthouse Security Entrance/Front Steps Renovations

Consideration of 2018 Capital Outlay Budget

**Approval of Attendance at Other Meetings or Functions**

**Date / Time / Location of Next Meeting**

**Tuesday – September 19, 2017 @ 4:30 PM**

Courthouse Annex Building

Building Services Conference Room

615 North 6th Street - Sheboygan, WI

**Adjourn**

Prepared by:

Gail Ulezelski

Recording Secretary

James Glavan  
Committee Chairperson

**NOTE:** The Committee welcomes all visitors to listen and observe, but only Committee members and those invited to speak will be permitted to speak.

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 are asked to notify Gail Ulezelski at 920-459-4342 prior to the meeting so that accommodations may be arranged.

## **SHEBOYGAN COUNTY PROPERTY COMMITTEE MINUTES**

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

**August 15, 2017**

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

**Adjourned: 5:04 pm**

**PRESENT:** Jim Glavan, Chairman, Henry Nelson, Vice Chairman, Bob Ziegelbauer, Secretary, Steve Bauer, Brian Hilbelink, Member.  
**OTHERS PRESENT:** Jon Etta, University of Wisconsin Sheboygan; Aaron Brault, Planning & Conservation Department; Laura Henning-Lorenz, County Treasurer; Jessica Lardin, Alyssa VanEngen, Finance Department; 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 August 11, 2017 at 1:30 PM.

### **APPROVAL OF MINUTES**

Property Committee – Regular Meeting – August 1, 2017 @ 4:30 PM – Moved by Supervisor Bauer/seconded by Supervisor Ziegelbauer to approve as presented; motion carried.

### **REVIEW AND APPROVE VOUCHERS**

Moved by Supervisor Bauer/seconded by Supervisor Nelson to approve vouchers as presented; motion carried.

### **CORRESPONDENCE**

- Department Commendations – Committee consensus forward to Human Resources Department to place in employees files.

### **TRANSPORTATION COMPLEX UPDATE**

Precast completed today; took down crane. Fuel tanks going in tomorrow. Roof on north 25% of the building. Water and sewer installation not started yet.

### **BUILDING SERVICES**

- Consideration of Proposed 2018 Building Services Operating Budget Adjustments – Final adjustments made request ends up \$5,850 under target. Following discussion, moved by Supervisor Nelson/seconded by Supervisor Ziegelbauer to approve the request as revised and presented; motion carried on 4-1 vote (Supervisor Hilbelink voting against). Scheduled for Finance Committee review on August 23, 2017 at 3:30 PM in Room 119.
- Consideration of Aging & Disability Resources Center Parking Lot Options – Aaron Brault, Director – Planning & Conservation reviewed the need to revamp the parking lot entrance and presented six options, with options 1 and 3 being the least favorable. He noted he included \$25,000 budget request for 2018 and that the \$50,000 in Building Services budget be carried over to 2018 to cover anticipated expenses. No action required at this time.
- Consideration of Treasurer’s Office Security Upgrades – Still meeting and discussing options and desires; no decisions reached. Laura Henning-Lorenz, County Treasurer handed out reports compiled by the Sheriff and Safety Committee. Next meeting August 22, 2017.

- Consideration of Courthouse Security Entrance/Front Steps Renovations –
  - Approvals and Permits - Pre-bid held August 10<sup>th</sup>; bids due August 31<sup>st</sup>; and award on September 5<sup>th</sup>. Necessary City of Sheboygan permitting meetings on August 28<sup>th</sup> (Architectural Review Board) and August 29<sup>th</sup> (Plan Commission).
- Consideration of Air Quality Assessment – District Attorney office windows leaking when raining from certain direction causing paint to peel. Test revealed no mold. Office Supervisor very appreciative test was done.

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

None.

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

Tuesday – September 5, 2017 @ 4:30 PM, Courthouse Annex – Building Services Conference Room, 615 North 6<sup>th</sup> Street - Sheboygan.

**ADJOURN**

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

Respectfully Submitted,

Gail Ulezelski  
Recording Secretary

Robert Ziegelbauer  
Secretary

RESTORATION, ALTERATIONS & SITE IMPROVEMENTS TO:  
 SHEBOYGAN COUNTY COURTHOUSE  
 SHEBOYGAN, WI  
 PROJECT NO. 3278

Bray Associates Architects, Inc.  
 Milwaukee & Sheboygan, Wisconsin



Thursday, August 31st at 2pm

**BID TABULATION**

General Contractor	Bid Bond or Cert. Check	Add. #1	Add. #2	Add. #3	Base Bid	ALT. BID C-1	ALT. BID A-1	BASE BID + ALT. BID C-1	BASE BID + ALT. BID A-1	BASE BID + ALT. BID C-1 + A-1	Structurally reconstruct concrete base at granite stair/ flagpole bases <b>per cubic yard</b>	Minor repairs in concrete base at granite stair/ flagpole bases <b>per lineal foot</b>
						Stairs to New York	Monumental Sign					
Quasius Construction	Bid Bond	Yes	Yes	Yes	\$ 1,018,907.00	\$39,194.00	\$ 15,877.00	\$ 1,058,101.00	\$ 1,034,784.00	\$ 1,073,978.00	\$ 645.00	\$ 275.00

**Capital Outlay Request for 2018 - \$5000+**  
*Listed In Order of Priority*

**Department:** Building Services

<u>ACCOUNT NO.</u>	<u>ITEM DESCRIPTION</u>	<u>TOTAL COST OF ITEM(S)</u>	<u>REIMBURSEMENT AMOUNT</u>	<u>REIMBURSEMENT FROM</u>	<u>REIMBURSE ACCOUNT</u>	<u>A / R</u>	<u>JUSTIFICATION</u>	<u>REPLACE ASSET</u>
198.565010	Skid Steer at Courthouse	\$ 63,000.00	\$ 10,000.00	Auction of ASV RT75 unit; keeping attachments	103.466135 Gain/Loss of Asset	R	2007 Skid Steer needs undercarriage and new track repairs	1016796
198.567004	Dump Truck w/Plow & Salter used at all Buildings	\$ 75,810.00	\$ 15,000.00	Auction of F450 Truck	103.466135 Gain/Loss of Asset	R	2011 Ford F450 Super Duty dump truck with 12,289 miles used for plowing snow and salting at all buildings.	1017083 / 1017084
198.564015	Security Glass and Wall in Treasurer's Department	\$ 60,000.00	\$ 18,000.00	Carry forward from Treasurer's 2017 Budget	181.533923	A	To protect staff and cash similar to numerous other Departments in the Courthouse.	N/A
198.564015	Secure Health & Human Services Main Stairs	\$ 25,000.00	\$ -	None	N/A	A	Building allows unescorted access to files and offices.	N/A
198.567004	Pickup Truck w/Plow & Lift at Health & Human Services	\$ 40,000.00	\$ 10,000.00	Auction of 2500 HD Truck	103.455135 Gain/Loss of Asset	R	2007 Chevy Silverado pickup truck with 28,795 miles is in need of repairs.	1016626
<b>Grand Total Amounts</b>		<b>\$ 263,810.00</b>	<b>\$ 53,000.00</b>					