

NOTICE OF MEETING
PROPERTY COMMITTEE

May 15, 2018 - 4:30 PM

Sheboygan County Administration Building
508 New York Avenue
Sheboygan, WI 53081

Room 119

Agenda

Call to Order

Certification of Compliance with Open Meeting Law

Approval of Minutes

Property Committee – Regular Meeting – May 1, 2018 @ 4:30 PM

Review and Approve Vouchers

Correspondence

Transportation Complex Update

University of Wisconsin Sheboygan

- Consideration of Lutheran High Land Request
- Consideration of University of Wisconsin Green Bay Merger Update

Building Services

- Consideration of Project Updates
 - City of Sheboygan Dispatch Center
 - Administration Building Carpet Replacement
 - Courthouse 4th Floor Hallway Enhancements
 - Courthouse Maintenance Garage Replacement
 - Courthouse Security Enhancements / Front Entrance
 - Courthouse Window Replacements
 - Detention Center Roof Replacement
 - Farm Service Agency Space Remodel
 - Fire Alarm Upgrades
 - HVAC Control Upgrades
 - Key Card Upgrades

Approval of Attendance at Other Meetings or Functions

Date / Time / Location of Next Meeting

Tuesday – June 5, 2018, 4:30 PM

Health & Human Services Building - Room 372

1011 North 8th Street - Sheboygan, WI

Adjourn

Prepared by:
Gail Ulezelski
Recording Secretary

Steven Bauer
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 Administration Building
508 New York Avenue
Sheboygan, WI
Room 119

May 1, 2018

Called to Order: 4:30 pm

Adjourned: 5:15 pm

PRESENT: Steve Bauer, Chairperson, Brian Hilbelink, Vice Chairperson, Henry Nelson, Secretary, Michael Ogea, Member.
ABSENT: George Marthenze.
OTHERS PRESENT: Jon Etta, University of Wisconsin Sheboygan; Jim TeBeest, Gail Ulezelski, Building Services.

CALL TO ORDER

Called to order by Chairperson Bauer at 4:30 PM.

CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW

Posted April 30, 2018 at 2:00 PM.

APPROVAL OF MINUTES

Property Committee – Regular Meeting – April 3, 2016 @ 4:30 PM – Approved by past Chairman Jim Glavan as printed.

REVIEW AND APPROVE VOUCHERS

Moved by Supervisor Hilbelink/seconded by Supervisor Nelson to approve; motion carried.

CORRESPONDENCE

- 2018 1st Quarter Variances
 - University of Wisconsin Sheboygan – Accepted as presented.
 - Building Services – Accepted as presented.
- Courthouse Front Entrance Remodel – Excavation began Monday on circle driveway; media informed. Anticipate Koenig Construction to start on front steps in a week or so. Security equipment on order.
- Aging & Disability Resource Center Restructure
 - Farm Service Agency (FSA) Lease Extension – Month to month lease through September 30, 2018 and shall vacate by October 1, 2018.
 - Aging & Disability Division Remodel – Proposal presented for anticipated remodel of FSA spaces. Funding request included with preliminary 5-Year Plan preliminary submitted to County Administrator.
 - Veterans Service Relocation – Once Aging & Disability Division remodel complete and staff relocated, intend to move Veterans Service staff into vacated spaces. New carpet and paint in this area included in 2019 Capital request.

TRANSPORTATION COMPLEX UPDATE

Working through punch list. Shop and Main Office staff moving in the next two weeks. City plans to occupy spaces by June 1st. Ribbon Cutting/Open House – June 15, 2018 from 4:00 pm – 6:30 PM.

UNIVERSITY OF WISCONSIN SHEBOYGAN

- Consideration of Eagle Scout Project – Received request from an Eagle Scout to construct a “solar system model” of posts along the driveway around the Campus, staying away from the more traveled areas. At this point, the project is in “concept” stage; would not proceed with other approvals if Property Committee does not support the concept. Following discussion, moved by Supervisor Nelson/seconded by Supervisor Hilbelink to support in concept and require information as concept develops; motion carried.
- Consideration of Vehicle Use Policy – Moved by Supervisor Hilbelink/seconded by Supervisor Nelson to accept as presented; motion carried.

BUILDING SERVICES

- Consideration of Vehicle Use Policy – Following discussion, moved by Supervisor Nelson/seconded by Supervisor Hilbelink to accept as presented; motion carried.
- Consideration of Request to Post/Fill/Hire Vacant Cleaner Position – Following discussion, moved by Supervisor Nelson/seconded by Supervisor Hilbelink to approve the request; motion carried.
- Consideration of Property Committee Meeting Locations
 - First Tuesday – Following discussion, Committee consensus to alternate building locations for Property Committee meetings on the first Tuesday of every month.
- Consideration of Contingency Fund Request
 - Health & Human Services Hot Water Control Valve Replacement – Request to transfer \$5,953 from Building Services contingency to replace failed hot water control valve actuators in Health & Human Services building. Moved by Supervisor Ogea/seconded by Supervisor Hilbelink to approve request to transfer \$5,953 from Building Services contingency fund to Health & Human Services heat; motion carried.

APPROVAL OF ATTENDANCE AT OTHER MEETINGS OR FUNCTIONS

Moved by Supervisor Nelson/seconded by Supervisor Hilbelink to authorize Committee attendance at Finance Committee meetings for the 2018-2020 Committee term; motion carried.

DATE / TIME / LOCATION OF NEXT MEETING

Tuesday - May 15, 2019 @ 4:30 PM; Administration Building - Room 119, 508 New York Avenue – Sheboygan.

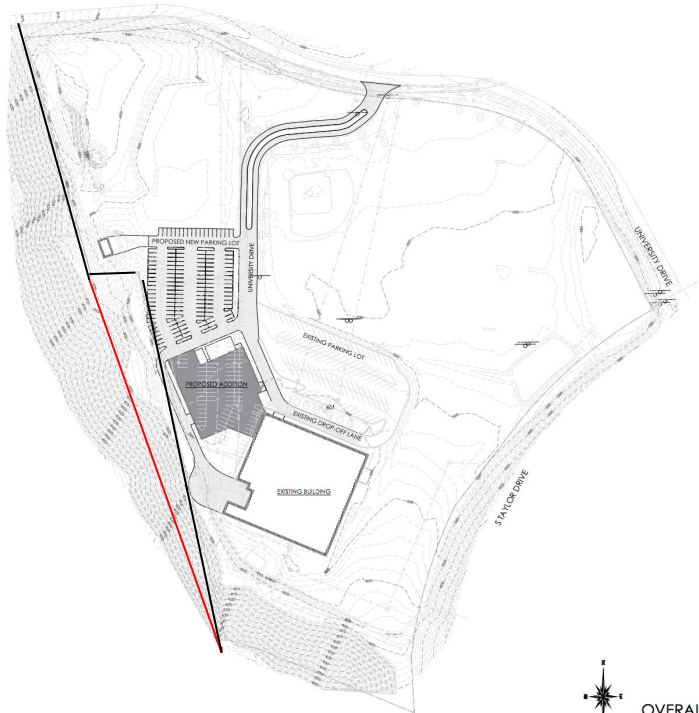
ADJOURN

Moved by Supervisor Ogea/seconded by Supervisor Hilbelink to adjourn; motion carried, meeting adjourned.

Respectfully Submitted,

Gail Ulezelski
Recording Secretary

Henry Nelson
Secretary



OVERALL SITE PLAN
1"=80'

NOTE TO BIDDERS

PROVIDE A COPY OF THIS PLAN TO ALL BIDDERS. THE BIDDERS SHALL VERIFY THE ACCURACY OF THE INFORMATION SHOWN ON THIS PLAN. THE ARCHITECTS SHALL NOT BE RESPONSIBLE FOR ANY ERRORS OR OMISSIONS.

JANUARY 2018
 SCHOOL AND PARKING LOT ADDITION
 SHEBOYGAN LUTHERN HIGH SCHOOL
 3323 UNIVERSITY DR. SHEBOYGAN, WI 53081
 ABACUS ARCHITECTS INC., 1155A MICHIGAN AVENUE, SHEBOYGAN, WISCONSIN 53081 PH: 920-457-4444

DRAWN BY: WWS
 CHECKED BY: JRW

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