

**NOTICE OF MEETING**  
**PROPERTY COMMITTEE**  
**November 17, 2020 4:30pm**

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

**Room 302**

IF YOU WOULD LIKE REMOTE ACCESS TO THE MEETING, PLEASE CALL (920) 459-4342 AT LEAST 2 HOURS PRIOR TO THE MEETING, IF POSSIBLE. PLEASE NOTE THAT MASKS ARE REQUIRED FOR IN-PERSON ATTENDANCE AND SPACE IS LIMITED TO ALLOW FOR ADEQUATE SOCIAL DISTANCING. ANY INDIVIDUAL UNABLE TO WEAR A MASK IS ENCOURAGED TO REMOTELY ACCESS THE MEETING OR WILL BE PROVIDED AN ALTERNATE MEETING LOCATION TO ENSURE THE SAFETY OF OTHER ATTENDEES.

**\*Agenda\***

**Call to Order**

**Certification of Compliance with Open Meeting Law**

**Approval of Minutes**

Property Committee – Regular Meeting, November 3, 2020 @ 4:30 PM

**Review and Approve Vouchers**

**Correspondence**

**Building Services**

- Consideration of Bid Award –
  - 2020 Aging & Disability Resource Center Finishes Update Remodel
- Project Updates –
  - Airport Keypad
  - Courtroom Audio/Video Upgrades
  - Courthouse Boiler Replacement
  - Courthouse Elevator Cab Updates
  - Courthouse 2<sup>nd</sup> Floor Ledge Roof Replacement
  - Courthouse 4<sup>th</sup> Floor Hallway
  - COVID Measures and Barriers
  - Detention Center Cell Painting
  - Deputy County Administrator Office
  - Health & Human Services Fire Alarm Upgrade
  - Health & Human Services HVAC Controls Upgrade
  - Health & Human Services Parking Lot Replacement
  - Law Enforcement Center Elevator Hydraulic Cylinder Replacement
  - Museum Chiller Replacement

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

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

**Tuesday – December 1, 2020, 4:30 PM**  
**Sheboygan County Historical Museum**  
3110 Erie Avenue  
Sheboygan, WI 53081

**Adjourn**

Prepared by:  
Gail Ulezelski  
Recording Secretary

Henry Nelson  
Committee Chairperson

**NOTE:** Members of the public are invited to offer comments on topics that may or may not appear on the Agenda, and Committee members may discuss such matters, but no action may be taken by the Committee on non-Agenda topics. Individual speakers may be limited to no more than five minutes.

Some of the Committee may participate remotely in the meeting.

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 MEETING MINUTES

Law Enforcement Center  
525 North 6<sup>th</sup> Street – West Conference Room  
Sheboygan, WI 53081

**November 3, 2020**

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

**Adjourned: 4:51 pm**

PRESENT: Henry Nelson, Chairperson; Brian Hilbelink, Vice Chairperson;  
Jacob Immel, Secretary; Brian Smith, Member.  
ABSENT: George Kulow.  
OTHERS PRESENT: Jim TeBeest, Gail Ulezelski, Building Services.

### CALL TO ORDER

Chairperson Henry Nelson called the meeting to order at 4:32 PM.

### CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW

Posted October 30, 2020 at 12:25 PM.

### APPROVAL OF MINUTES

Property Committee – Regular Meeting, October 6, 2020 @ 4:30 PM – Moved by Supervisor Immel/seconded by Supervisor Hilbelink to approve the minutes as presented; motion carried.

### CORRESPONDENCE

- Committee Photo – next meeting.
- Variance Reports -
  - University of Wisconsin Green Bay – Sheboygan Campus (\$14,119) – Accepted as presented.
  - Building Services (\$335,614) – Accepted as presented.
- Compensation Study Review Memo Request – Presented to Human Resources Committee and favorably accepted. Human Resources Director will research costs and bring back to the Human Resources Committee for future consideration.

### REVIEW AND APPROVE VOUCHERS

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

### BUILDING SERVICES

- Consideration of Vacant Position Requests –
  - Building Services Worker (Cleaner) – Request due to resignation. Initially approved by Human Resources Director and Human Resources Committee as well as County Administrator contingent upon Property Committee approval. Moved by Supervisor Hilbelink/seconded by Supervisor Immel to approve request; motion carried.
  - Building Services Limited Term Employees (3 Seasonal Summer Help; contingent upon County Administrator approval) – Following discussion, it was moved by Supervisor Immel/seconded by Supervisor Hilbelink to approve request contingent upon County Administrator approval; motion carried.

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

Supervisor Immel reported attending the last Finance Committee meeting. No other reports or requests.

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

Tuesday – November 17, 2020, 4:30 PM – **Administration Building, 508 New York Avenue - Sheboygan, WI 53081**

**ADJOURN**

Moved by Supervisor Immel/seconded by Supervisor Hilbelink to adjourn; motion carried and meeting adjourned at 4:51 pm.

Respectfully Submitted,  
Gail Ulezelski  
Recording Secretary

Jacob Immel  
Secretary