

# SHEBOYGAN COUNTY PROPERTY COMMITTEE MEETING MINUTES

**February 7, 2023**

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

**Adjourned: 5:26 pm**

**MEMBERS PRESENT:** Henry Nelson, Chairperson; George Kulow, Vice Chairperson; Gerald Jorgensen, Secretary; Jon Kuhlow & Brian Smith, Members.

**OTHERS PRESENT:** Linda Spitzer, Aging & Disability Resource Center; Jim TeBeest, Mark Schorer & Becky Barritt, 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 February 3, 2023 at 11:00AM.

## **APPROVAL OF MINUTES**

Property Committee – Regular Meeting, January 17, 2023 at 4:30pm – Moved by Supervisor G. Kulow, seconded by Supervisor J. Kuhlow to approve minutes as presented; motion carried with no nay votes.

## **REVIEW AND APPROVE VOUCHERS**

Moved by Supervisor J. Kuhlow, seconded by Supervisor Smith to approve vouchers as presented; motion carried with no nay votes.

## **MUSEUM TAYLOR HOUSE UPDATE**

No work since last meeting. Exterior lighting discussed at last meeting was found to actually be a few lights on the building. Replacements will be done in-house from the operating budget.

## **CORRESPONDENCE**

- 503 Wisconsin Avenue Property Update – Catholic Charities notified the County that the property is not for sale. Corporation Counsel is working on a right of first refusal proposal.

## **BUILDING SERVICES**

- Elder Abuse Awareness Displays at Aging & Disability Resource Center and Health & Human Services Buildings – Linda Spitzer, Elder Services Supervisor, requested displays at the Aging & Disability Resource Center and Health & Human Services Buildings for the week of June 12<sup>th</sup> – 16<sup>th</sup> for Elder Abuse Awareness Day. The displays would consist of a banner and small pinwheels at each location, similar to the display last year. Moved by Supervisor Smith, seconded by Supervisor Jorgensen to approve World Elder Abuse Awareness Display, contingent on approval from the City of Sheboygan Falls; motion carried with no nay votes.
- Equity Adjustment Requests – Director TeBeest explained current wages and the proposed increases for Maintenance Workers. He further explained the need to increase the wage for the current Master Electrician and posted Journeyman Electrician, as the current wages are well below the wages of contractor electricians in the area, which is resulting in a lack of qualified applicants. He also emphasized the importance of hiring a Journeyman Electrician prior to the Master Electrician's retirement. Moved by Supervisor G. Kulow, seconded by Supervisor Jorgensen to approve equity adjustments as presented, and to direct TeBeest to further explore comparative market analysis for all maintenance and electrician positions; motion carried with no nay votes.
- Detention Center Refrigeration Replacement – Director TeBeest requested to delay the 5-Year Plan replacement of one AC condenser at the Detention Center from 2023 to 2024, and move up the replacement of 4 refrigeration units from 2024 to 2023, since one of the

refrigeration units has failed. Moved by Supervisor G. Kulow, seconded by Supervisor J. Kuhlow to utilize the funds as indicated; motion carried with no nay votes.

- Detention Center Alternatives to Incarceration Contingency Use – Last month's ATI update report was missing owner purchases for the project. While the contingency funds from the contractor portion of the project is basically unused, the contingency funds for the owner's purchase is over budget. Director TeBeest requested to shift the contractor contingency funds to owner purchases, due to more purchases than originally planned. Moved by Supervisor Smith, seconded by Supervisor G. Kulow to approve the use of ATI contractor contingency funds in order to balance the owner's purchase funds; motion approved with no nay votes.

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

Moved by Supervisor G. Kulow, seconded by J. Kuhlow for a blanket approval for Property Committee members to attend any Human Resources Committee meetings in 2023; motion approved with no nay votes.

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

**Tuesday, February 21, 2023 4:30 PM**  
Administration Building – Room 302  
508 New York Avenue - Sheboygan, WI 53081

#### **ADJOURN**

Moved by Supervisor J. Kuhlow, seconded by Supervisor G. Kulow to adjourn; motion carried with no nay votes, and meeting adjourned at 5:26 pm.

Respectfully Submitted,

Becky Barritt  
Recording Secretary

Gerald Jorgensen  
Secretary