

SHEBOYGAN COUNTY PROPERTY COMMITTEE MEETING MINUTES

September 7, 2021

Called to Order: 4:30 pm

Adjourned: 4:56 pm

MEMBERS PRESENT: Henry Nelson, Chairperson; Jacob Immel, Vice Chairperson; Brian Smith, Secretary; George Kulow, Jon Kuhlow, Members.

OTHERS PRESENT: Paul Gnan, Lutheran High; Elizabeth Wieland, Charles Parks, Bookworm Gardens; Attorney Crystal Fieber, Corporation Counsel; Jon Dolson, County Clerk; Evan Grossen, Finance Department; Jim TeBeest, Gail Ulezelski, 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 September 3, 2021 at 2:10 PM.

APPROVAL OF MINUTES

Property Committee – Regular Meeting, August 17, 2021 @ 4:30 pm – Moved by Supervisor Immel/seconded by Supervisor G. Kulow to approve the minutes as presented; motion carried.

CORRESPONDENCE

- Introductions – All in attendance.
- Human Resources Committee Memo – Building Services Worker (Cleaner) Overlap in Coverage – Approved by Human Resources Committee to allow Building Services to hire replacement Cleaner two weeks prior to an upcoming vacancy to allow for cross-training.

REVIEW AND APPROVE VOUCHERS

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

BUILDING SERVICES

- Consideration of Sheboygan County Resolution No. _____ (2021/22) re: Approving Second Amendment to Lease of County Land at University of Wisconsin Green Bay – Sheboygan Campus for Bookworm Gardens Expansion Project – Attorney Crystal Fieber, Corporation Counsel explained the history behind the request. Bookworm Gardens requests an expansion of its current lease to include additional acreage (23.428 acres) for maintained trails, riverwalk and woodland educational opportunities, an administration and education building, designed gardens and related facilities. Before construction, Bookworm Gardens shall present renderings of the construction, modification and development of the portion of the leased premises and shall obtain the Property Committee’s approval of the expansion plans/final construction. Modification and development shall substantially comply with the approved expansion plans.

Bookworm Gardens shall be responsible for maintenance of all parking lot paving, maintenance of and snow removal for all paths, pedestrian bridges, trails or other areas on the leased premises. It is hoped trails used for cross country event purposes will continue to be maintained as past practice between Bookworm Gardens, Lutheran High and University of Wisconsin Green Bay – Sheboygan Campus; but if necessary, language can be added in the

amendment. Pedestrian bridges contemplated to be part of the expansion plans shall be constructed at a height sufficient to allow school buses and public transportation to pass underneath.

Elizabeth Wieland, Executive Director of Bookworm Gardens noted there is not a specific time line, it could be a couple years; funding dictates outcome. It is their intent to maintain the working relationship with the schools in maintaining trails.

Following discussion, moved by Supervisor G. Kulow/seconded by Supervisor Immel to accept the Resolution as presented and introduce to the County Board for action; motion carried. Supervisor J. Kuhlow then moved/seconded by Supervisor Immel to approve the Second Amendment to the Lease Agreement as presented and introduce along with the Resolution to the County Board for action; motion carried.

- Consideration of Courthouse Loading Zone Signs – Jim TeBeest – Director, Building Services explained a request was received from the Sheriff’s Department to eliminate loading zone designated stalls in the circle drive in the front of the Courthouse and re-sign as two additional handicapped stalls. Currently three County employees are permitted to park in the handicapped stalls, thus leaving only one stall for any public handicapped person. Following discussion and upon recommendation from the Director of Building Services, it was moved by Supervisor G. Kulow/seconded by Supervisor J. Kuhlow to re-sign one stall to handicapped designation, leaving one stall designated for loading zone; motion carried.

APPROVAL OF ATTENDANCE AT OTHER MEETINGS OR FUNCTIONS

None.

DATE / TIME / LOCATION OF NEXT MEETING

Tuesday – September 21, 2021 4:30 PM
Administration Building – Room 302
508 New York Avenue - Sheboygan, WI 53081

ADJOURN

Moved by Supervisor Immel/seconded by Supervisor J. Kuhlow to adjourn; motion carried and meeting adjourned at 4:56 pm.

Respectfully Submitted,

Gail Ulezelski
Recording Secretary

Brian Smith
Secretary