

AMENDED NOTICE OF MEETING

PROPERTY COMMITTEE

June 11, 2024 – 5:00 PM

Sheboygan County Administration Building

Room 302
508 New York Avenue
Sheboygan, WI 53081

To Join the Meeting Remotely via phone:

Dial: + 1-682-747-6301

Enter Pin Number: 506 496 456#

Members of the Committee may appear remotely.
Persons wanting to observe the meeting are encouraged to listen remotely.

Agenda

Call to Order

Certification of Compliance with Open Meeting Law

Approval of Minutes

Property Committee – Regular Meeting – May 28, 2024 at 5:00PM

Review and Approve Vouchers

Museum Update

University of Wisconsin Green Bay – Sheboygan Campus Update

Correspondence

Building Services

- Consideration of Contingency Requests for Courthouse Electrical

Approval of Attendance at Other Meetings or Functions

Date / Time / Location of Next Meeting

Tuesday – July 9, 2024 – 5:00 PM

Sheboygan County Administration Building – Room 302

508 New York Avenue
Sheboygan, WI 53081

Adjourn

Prepared by:
Becky Barritt
Recording Secretary

Jon Kuhlow
Committee Chairperson

NOTE: A majority of the members of the County Board of Supervisors or 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 or those without access to adequate telephone services are asked to notify Becky Barritt at (920) 459-4342 prior to the meeting so that accommodations may be arranged.

Wearing a mask is strongly encouraged in all County-owned or leased property, unless you are fully vaccinated.

SHEBOYGAN COUNTY PROPERTY COMMITTEE MEETING MINUTES

Sheboygan County Administration Building
Room 302
508 New York Avenue
Sheboygan, WI 53081

May 28, 2024

Called to Order: 5:00 pm

Adjourned: 5:35 pm

MEMBERS PRESENT: Jon Kuhlow, Chairperson; Brian Smith (joined remotely at 5:06pm, in person at 5:15pm), Vice Chairperson; John Nelson & Gerald Jorgensen, Members

MEMBERS ABSENT: Jacob Immel

OTHERS PRESENT: In Person: Kevin Dulmes & Becky Barritt, Building Services
Remote: Michelle Acevedo, Health & Human Services

CALL TO ORDER

Chairperson Jon Kuhlow called the meeting to order at 5:00 PM.

CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW

Posted May 10, 2024 at 3:00PM

APPROVAL OF MINUTES

Property Committee – Regular Meeting, May 14, 2024 at 5:00pm – Moved by Supervisor Nelson, seconded by Supervisor Jorgensen to approve minutes as presented; motion carried with no nay votes.

REVIEW AND APPROVE VOUCHERS

Moved by Supervisor Jorgensen, seconded by Supervisor Nelson to approve vouchers as presented; motion carried with no nay votes.

MUSEUM UPDATE

Nothing at this time.

UNIVERSITY OF WISCONSIN GREEN BAY – SHEBOYGAN CAMPUS UPDATE

Parking lot re-pavement is underway, should be done ahead of schedule.

CORRESPONDENCE

- Building Services & UWGB 1st Quarter Variance Reports – Both reports were reviewed.
- Door Access Project Update – Director Dulmes explained the current door access system installed in 2015 will be losing support soon, so options for replacement & upgrade are being explored.

BUILDING SERVICES

- Consideration of Banner Placement Requests – Michelle Acevedo from Health & Human Services requested the placement of two banners to support World Elder Abuse Awareness Day, one at the Aging & Disability Resource Center in Sheboygan Falls and one at Taylor Park. Moved by Supervisor Jorgensen, seconded by Supervisor Nelson to approve the sign placement request; motion carried with no nay votes.
- Consideration of Contingency Requests for Detention Center Plumbing & Courthouse Heat – Request to move \$8,000 to DC plumbing to purchase a stock of plumbing valve assemblies to reduce time spent in cells for repairs. Also, a request to move \$5,905 to Courthouse heat

to rebuild a steam trap in Air Handling Unit #2 in the Courthouse Annex basement. Moved by Supervisor Nelson, seconded by Supervisor Jorgensen to approve the contingency requests; motion carried with no nay votes.

- Consideration of Offer Above Midpoint – Director Dulmes explained we have two qualified candidates for the Journeyman Electrician position. One candidate has more experience and has required a wage above midpoint, which is \$32.93. The other candidate has less experience and wouldn't require a wage above midpoint. Dulmes requested approval to offer a wage above midpoint if the one candidate would be selected. Moved by Supervisor Smith, seconded by Supervisor Nelson to approve the offer above midpoint for both potential candidates, so the hiring timeline isn't delayed; motion carried with no nay votes.
- Consideration of Policy Changes – Director Dulmes presented some changes to Building Services department policies requiring approval to budgeting for 2025. Moved by Supervisor Jorgensen, seconded by Supervisor Nelson to approve the policy changes as presented; motion carried with no nay votes.

APPROVAL OF ATTENDANCE AT OTHER MEETINGS OR FUNCTIONS

None

DATE / TIME / LOCATION OF NEXT MEETING

Tuesday – June 11, 2024 – 5:00PM

Sheboygan County Administration Building – Room 302

508 New York Avenue

Sheboygan, WI 53081

ADJOURN

Moved by Supervisor Nelson, seconded by Supervisor Smith to adjourn; motion carried with no nay votes, and meeting adjourned at 5:35pm.

Respectfully Submitted,

Becky Barritt
Recording Secretary

Jacob Immel
Secretary

2024 Fund Transfer


Department: Building Services

Date: June 11, 2024

I. Fund Transfer Request

From:	Account #	Funds Available
Operating Transfer From Building Services Contingency	103.533955	\$129,944
To: Courthouse Electrical	103.532125	\$4,500
	CONTINGENCY ENDING BALANCE	\$125,444

This request is to transfer \$4,500 from Building Services contingency to the Courthouse Electrical account to purchase tools for the new electrician. Many tools are old, worn out and outdated, and a new supply of tools will improve efficiency.


Kevin Dulmes, Director - Building Services