

SHEBOYGAN COUNTY PROPERTY COMMITTEE MEETING MINUTES

Sheboygan County Administration Building
508 New York Avenue
Sheboygan, WI 53081
Room 119

June 20, 2023

Called to Order: 4:31 pm

Adjourned: 5:21 pm

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

OTHERS PRESENT: Laura Tymm, John Michael Kohler Arts Center; Jim TeBeest, & Becky Barritt, Building Services

CALL TO ORDER

Chairperson Henry Nelson called the meeting to order at 4:31 PM.

CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW

Posted June 16, 2023 at 10:00AM.

APPROVAL OF MINUTES

Property Committee – Regular Meeting, May 16, 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 Jorgensen, seconded by Supervisor G. Kulow to approve vouchers as presented; motion carried with no nay votes.

MUSEUM TAYLOR HOUSE UPDATE

PO's for work have been created, just waiting on contractors to schedule.

UNIVERSITY OF WISCONSIN GREEN BAY – SHEBOYGAN CAMPUS HOUSING UPDATE

Sheboygan County Economic Development Corporation (SCEDC) meeting with UWGB next week.

CORRESPONDENCE

- Director TeBeest shared that the Master Electrician DBM was posted incorrectly; it was posted as B43, but it should be B42. Additionally, he had a very good interview with a qualified candidate for the Electrician position.
- One maintenance position has been filled, he started about a month ago. There is still one more position open.

BUILDING SERVICES

- Consideration of John Michael Kohler Arts Center (JMKAC) Parking Lot Request – Events Coordinator Laura Tymm shared that their biggest annual event, Midsummer Festival of the Arts, will be held Saturday, July 15th & Sunday, July 16th. The event brings in approximately 100 artists, 50 other vendors, and 15-20 thousand attendees. Parking is limited, so they are asking to use the Courthouse parking lot for overflow. Moved by Supervisor G. Kulow, seconded by Supervisor J. Kuhlow to approve parking for the event; motion carried with no nay votes.
- Consideration of Contingency Fund Request – Replace Heating Coil in Courthouse AHU-4 – Director TeBeest explained that a steam leak was found in a steam coil in the largest air

handling unit (AHU) at the Courthouse. He is requesting to use contingency funds (\$12,075) to replace the coil. Moved by Supervisor Smith, seconded by Supervisor Jorgensen to approve the use of contingency funds for the repair; motion carried with no nay votes.

- Consideration of 5 Year Plan – Capital Project Funding Requests – Director TeBeest presented each project and explained each with his suggested prioritization level, as follows:
 1. Elevator Upgrades (2024 – Rocky Knoll Annex & 2025 – Courthouse Public) – \$592,000
 2. Courthouse Tuckpointing & Window Replacements (2024 & 2025) – \$5,515,400
 3. HVAC N4 Controls for all buildings (2024) – \$95,000
 4. Jail/Detention Center Equipment (2024 – DC Carpet, VCT, Washers & LEC Refrigerator, 2025 – LED lights & 2026 – Recoat Showers) – \$802,800
 5. University of Wisconsin Green Bay – Sheboygan Campus Parking Lot & Lighting (2024 – East Lot & Shared Drive & 2025 – West Lot) – \$811,992
 6. Roof Replacements (2024 – Courthouse 7th Recoat & UW Roof Railings at HVAC Equipment & 2026 – Courthouse Roof Railings) – \$215,500
 7. Courthouse Parking Lot Replacements (2026 – Courthouse & 2027 – Law Enforcement Center) – \$314,700
 8. Health & Human Services Remodel (2024 – 1st Floor South Hallway, Lab & Break room) – \$115,500
 9. Office LED Lighting (2026 – Health & Human Services, 2027 – Law Enforcement Center & 2028 – Courthouse) – \$991,000

Moved by Supervisor G. Kulow, seconded by Supervisor Smith to approve the 5 Year Capital plan with the suggested priority levels; motion carried with no nay votes.

APPROVAL OF ATTENDANCE AT OTHER MEETINGS OR FUNCTIONS

None

DATE / TIME / LOCATION OF NEXT MEETING

Tuesday, July 18, 2023 4:30 PM
Administration Building – Room 302
508 New York Avenue - Sheboygan, WI 53081

ADJOURN

Moved by Supervisor Smith, seconded by Supervisor J. Kuhlow to adjourn; motion carried with no nay votes, and meeting adjourned at 5:21pm.

Respectfully Submitted,

Becky Barritt
Recording Secretary

Gerald Jorgensen
Secretary