

SHEBOYGAN COUNTY PROPERTY COMMITTEE MEETING MINUTES

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

July 9, 2024

Called to Order: 5:00 pm

Adjourned: 6:20 pm

MEMBERS PRESENT: Jon Kuhlow, Chairperson; Brian Smith, Vice Chairperson; John Nelson & Gerald Jorgensen, Members

MEMBERS ABSENT: Jacob Immel

OTHERS PRESENT: Kevin Dulmes & Becky Barritt, Building Services

CALL TO ORDER

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

CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW

Posted July 3, 2024 at 4:00PM

APPROVAL OF MINUTES

Property Committee – Regular Meeting, June 11, 2024 at 5:00pm – Moved by Supervisor Nelson, seconded by Supervisor Smith to approve minutes as presented; motion carried with no nay votes.

REVIEW AND APPROVE VOUCHERS

Moved by Supervisor Smith, seconded by Supervisor Jorgensen 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

Part of Correspondence.

CORRESPONDENCE

Lease Amendments with Bookworm Gardens & UWGB – Director Dulmes shared that Corp Council is working on a lease amendment to release an area of land from UWGB to Bookworm Gardens to continue with their design of an expansion. Additionally, another amendment is being created to remove the Physical Education & Fine Arts Buildings from the current lease, as they are both under-utilized. This would allow the County to sublease these facilities to another entity that would meet the deed restrictions, and would be dedicated to investing in the facilities.

BUILDING SERVICES

- Consideration of Parking Lot Use at Health & Human Services – Partners for Community Development is requesting to once again use the parking lot at Health & Human Services to host a Trunk-or-Treat event on Saturday, October 26, 2024 as part of their National Weatherization Day event. Moved by Supervisor Jorgensen, seconded by Supervisor Nelson to approve the request as presented; motion carried with no nay votes.
- Consideration of Promotion – Director Dulmes explained that Table of Organization changes were approved earlier this year that would be effective January 1, 2025. Part of those changes were adding a second HVAC Technician. He explained that a current employee already has the required training and certification for this position, and he would like to promote this employee now, rather than waiting until January. Moved by Supervisor Smith,

seconded by Supervisor Nelson to approve the promotion request; motion carried with no nay votes.

- Consideration of Contingency Requests for Detention Center Electrical – The security gate at the Detention Center, which allows access to the back, was hit several years ago. The gate has not operated properly since, and now parts are becoming obsolete. Director Dulmes requested to move \$60,000 from Contingency to Detention Center Electrical to replace the gate. Moved by Supervisor Nelson, seconded by Supervisor Jorgensen to approve the request as presented; motion carried with no nay votes.
- Consideration of 5 Year Capital Plan – Capital Project Funding Requests – Director Dulmes presented each project and explained each with his suggested prioritization level, as follows:
 1. County Wide Door Access Control Replacement (2025 – Transportation, Airport, Admin & Rocky Knoll, 2026 – Courthouse, Aging & Disability Resource Center, Health & Human Services, Law Enforcement Center, Detention Center & UWGB) – \$900,000
 2. Courthouse Tuckpointing & Window Replacement (2024 & 2025) – \$5,911,591
 3. Roof Replacements (2025 – UWGB & Courthouse Annex Railings, 2026 – Courthouse top floor recoat & 2nd floor railings) – \$215,500
 4. Jail/Detention Center Equipment Replacement & Remodel (2025 – Epoxy Showers in Phase 1 at DC) – \$225,000
 5. Health & Human Services Remodel (2025 – 2 Hallways, Lab & Break Room, 2026 – Rooms 219 & 225) – \$207,000
 6. UWGB Sheboygan Campus Parking Lot Reconstruction (2025 – West Parking Lot & Lighting) – \$360,992
 7. Office LED Lights (2025 – Detention Center, 2026 – Health & Human Services, 2027 – Law Enforcement Center, 2028 – Courthouse) – \$1,206,000
 8. Elevator Upgrades (2026 – Courthouse Public Elevator) – \$453,000
 9. Law Enforcement Center Evidence Room Remodel (2026) – \$400,000
 10. Courthouse Parking Lot Replacements (2026 – Courthouse, 2027 – LEC) – \$317,900
 11. Law Enforcement Center Squad Garage and Sally Port Floor Replacement (2025 – Squad Garage, 2026 – Sally Port) – \$180,000

After discussion, it was suggested to swap the Health & Human Services Remodel (Priority #5) with Elevator Upgrades (Priority #8). Moved by Supervisor Smith, seconded by Supervisor Jorgensen to approve the 5 Year Capital Plan as amended; motion carried with no nay votes.

APPROVAL OF ATTENDANCE AT OTHER MEETINGS OR FUNCTIONS

None

DATE / TIME / LOCATION OF NEXT MEETING

Tuesday – July 23, 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