

NOTICE OF MEETING
PROPERTY COMMITTEE
August 1, 2023 - 4:30 PM

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

Room 302

To Join the Meeting Remotely via phone:
Dial: + 1 413-424-4529
Enter Pin Number: 399 482 055 #

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, June 29, 2023 at 4:30PM

Review and Approve Vouchers

Museum Taylor House Update

University of Wisconsin Green Bay – Sheboygan Campus Housing Update

Correspondence

- Building Services Staffing updates

University of Wisconsin Green Bay – Sheboygan Campus

- Consideration of UWGB – Sheboygan Campus 2024 Operating Budget Request
- Consideration of UWGB – Sheboygan Campus Contingency Fund Request for Air Conditioning Compressor

Building Services

- Consideration of Building Services 2024 Operating Budget Request
- Consideration of Detention Center Contingency Fund Request for Air Conditioning Compressor
- Consideration of Rocky Knoll Contingency Fund Request for Elevator Cylinder/Jack Replacement
- Consideration of Building Services 2023 Second Quarter Project Status Update

Approval of Attendance at Other Meetings or Functions

Date / Time / Location of Next Meeting

Tuesday – August 15, 2023 - 4:30 PM
Sheboygan County Administration Building – Room 302
508 New York Avenue
Sheboygan, WI 53081

Adjourn

Prepared by:
Becky Barritt
Recording Secretary

Henry Nelson
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
508 New York Avenue
Sheboygan, WI 53081
Room 302

June 29, 2023

Called to Order: 4:30 pm

Adjourned: 4:44 pm

MEMBERS PRESENT: **In Person:** Henry Nelson, Chairperson; Gerald Jorgensen, Secretary; Jon Kuhlow, Member.

MEMBERS ABSENT: George Kulow, Vice President; Brian Smith, Member

OTHERS PRESENT: Jim TeBeest, & 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 June 27, 2023 at 1:30PM.

APPROVAL OF MINUTES

Property Committee – Regular Meeting, June 20, 2023 at 4:30pm – Moved by Supervisor J. Kuhlow, 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 J. Kuhlow to approve vouchers as presented; motion carried with no nay votes.

CORRESPONDENCE

- Director TeBeest shared that due to a resignation, there is now a cleaner position posted.

BUILDING SERVICES

- Consideration of Master Electrician Offer – Director TeBeest explained a qualified candidate was interviewed and they would like to offer him the position above the midpoint. Discussion followed. Moved by Supervisor Jorgensen, seconded by Supervisor J. Kuhlow to approve the offer as presented; 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 J. Kuhlow, seconded by Supervisor Jorgensen to adjourn; motion carried with no nay votes, and meeting adjourned at 4:44pm.

Respectfully Submitted,

Becky Barritt
Recording Secretary

Gerald Jorgensen
Secretary

2023 Fund Transfer

Department: Building Services

Date: August 1, 2023

I. Fund Transfer Request

From:	Account #	Funds Available
Operating Transfer From Building Services Contingency	103.533955	\$109,082
To: UWGB - Sheboygan Campus Air Conditioning	170.532210	\$9,210
	CONTINGENCY ENDING BALANCE	\$99,872

This request is to transfer \$9,210 from Building Services contingency to UWGB - Sheboygan Campus air conditioning to replace 1 R-22 compressor for air handler #6, serving the mian building classrooms.



Jim TeBeest, Director - Building Services

2023 Fund Transfer

Department: Building Services

Date: August 1, 2023

I. Fund Transfer Request

From:	Account #	Funds Available
Operating Transfer From Building Services Contingency	103.533955	\$113,210
To: Detention Center Air Conditioning	104.532210	\$4,128
	CONTINGENCY ENDING BALANCE	\$109,082

This request is to transfer \$4,128 from Building Services contingency to Detention Center air conditioning to replace compressor for air handler #5, serving critical area guards control room in Phase II.



Jim TeBeest, Director - Building Services

2023 Fund Transfer

Department: Building Services

Date: August 1, 2023

I. Fund Transfer Request

From:	Account #	Funds Available
Operating Transfer From Building Services Contingency	103.533955	\$99,872
To: Rocky Knoll Elevator	330.532215	TBD
	CONTINGENCY ENDING BALANCE	TBD

This request is to transfer \$TBD from Building Services contingency to Rocky Knoll elevator account to replace the leaking hydraulic cylinder of Elevator #4.

Jim TeBeest, Director - Building Services

SHEBOYGAN COUNTY Building Services 2023 Capital Projects
Second Quarter Status Update

5 Year Capital Number	Project Number	Year Funded	Project Name	2023 Work Area	Status	Budget Thru 2023 (\$)	Expenses Thru 7/5/23 (\$)	Additional Expected Expenses (\$)	Remark	Expected Funding Excess or (Shortage)
1024	82103	2021	Courthouse Tuckpointing	Consultant Design Spec & Mock Window	Consultant working on mock window and bid specification	220,000	14,740	184,734	Did 2nd site visit & tested caulk + paint	0
1028	82011	2021	Elevator Upgrades	Courthouse Inmate Elevator Machine	CH Public Cab Completed 12/15/2022	744,600	587,688	23,168		133,744
1028	82204	2022	"	Courthouse Inmate Elevator Machine	Need Camera, Paint & Flooring	431,000	310,911	4,500	2022 Only: Complete 3/2/23. UW Not Needed.	115,581 in above
1040	82102	2022+23	Roof Replacements	RK Shingles	RK Plans & Spec Pending 2023	299,500	0	299,500	With Add'l 142,000 Funds 2023	0
1040	82302	2023	"	LEC Replacement & Some UW Railings	LEC Complete Except Punchlist	617,000	506,499	87,500	More Railings	23,001
1044	82205	2022	Taylor House Renovation	Replace Rotten Sill & Paint 2nd Floor Windows	Gutters, Paint 2nd Flr, Stain Carriage Barn are Ordered	102,127	30,239	41,000	Raise Garage & New Footing for \$30,888?	30,888
1953	82106	2021+22	Det. Ctr. ATI Addition	Landscaping Completed & Grass Growing	Landscaping, O&M Manuals and As-Built Plans	1,851,674	1,767,439	45,894	Architect not responding	38,341
1064	82201	2022	ADRC Offices	Complete	Service Window Office at H&HS	84,000	77,432	1,500	If Need Intercom	5,068
1065	82203	2022	Det. Ctr. Equipment	Pod Epoxy Flooring	Pods Complete 2/27/23	470,000	304,387	41,790	Use Excess Funds for 2022 Carpet Projects?	123,823
1065	82203	2023	"	Replace 162 Cameras & 17 UPS	Plans Underway to Order Cameras	455,500	51	455,449		0
1065	82203	2023	"	2023 A/C 7 Condensor Replacements	Consultant 1st Site Visit Scheduled 7/20/2023	688,000	84,000 moved	688,000	Units Likely Not Delivered Until 2024	0
1065	82203	2024	"	Refrigeration 4 Equip. Replacements	Replacement Completed 3/8/23 After Failure	84,000	53,903	0	Shifted \$84k from A/C Units Above	30,097
1068	82303	2023	HVAC Controls N4 Update	Rocky Knoll & UWGB - Sheboygan	Rocky Knoll portion on Order, UW not indicate if they did	82,000	0	82,000		0
1066	82304	2022	H&HS Office	Construct 4 Offices & 1 Conference Room	Plans Need Consolidation then Bid Out with Specification	82,000	0	82,000	Plans Started Until Budgeting	0
1066	82304	2023	"	Update 3 Restrooms & 2nd Floor Main Hall	Need to Create Plans & Specification	127,000	0	127,000	Plans Started Until Budgeting	0
1951	82310	2023	Det. Ctr. Expansion Study	Consultant Study Need	None	120,000	0	0	Postponed for Radios?	120,000
Capital Outlay		2022	Assist. Electrician Van	No V8's available. Twin turbo Ford order 7/3/22.	Delivered 5/1/2023	30,000	46,969	0	Over-budget	under: (16,969)
Capital Outlay		2022	Replace H&HS Generator	Install Exterior & Remove Old	Delivered 5/15/2023, Pending Underground Power	66,905	37,149	29,756	Delivered to Hwy Complex	0
Capital Outlay		2023	Split System A/C	LEC Camera Server Rm	Installed 5/26/2023	10,500	9,345.0	0		1,155
Capital Outlay		2023	VOIP Dures System Chris Lewinski mgmt	Purchase & Install	IT Dept Handling After Priority Work	51,310	0	51,310		0
Capital Outlay		2023	Tractor Lawnmower with snowblower	Purchase	Delivered 1/6/23 Mower Deck Del 5/1/23	30,550	31,842	2,158	RK Purchased Old at \$22,000 as Budgeted	866
Capital Outlay		2023	Replace Sign Maker	Purchase	New Model Ordered	6,100	0	8,046	Only Option Available is Over-budget	(1,946)
ARPA Funds		2022+23	UV-C Lights in Air Handlers Bernie Rammer mgmt	Purchase & Install	Det. Ctr., RK LEC & HHS Completed 5/24/2023	227,500	126,945	100,685	Over-budget Slightly	over: (16,894) (130)