

SHEBOYGAN COUNTY PROPERTY COMMITTEE MEETING MINUTES

**Corrected*

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

August 15, 2023

Called to Order: 4:32 pm

Adjourned: 5:32 pm

MEMBERS PRESENT: **In Person:** Henry Nelson, Chairperson; Gerald Jorgensen, Secretary; Brian Smith, Member
Remote: Jon Kuhlow (arrived in person at 4:46pm)

MEMBERS ABSENT: George Kulow, Vice President

OTHERS PRESENT: **In Person:** Jim TeBeest, & Becky Barritt, Building Services; Travis Gross, Sheboygan County Historical Society Museum; Jacob Verheslt, Finance Department
Remote: Jeremy Fetterer, Finance Department

CALL TO ORDER

Chairperson Henry Nelson called the meeting to order at 4:32 PM.

CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW

Posted August 11, 2023 at 10:30AM

APPROVAL OF MINUTES

Property Committee – Regular Meeting, August 1, 2023 at 4:30pm – Moved by Supervisor Smith, seconded by Supervisor Jorgensen 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 TAYLOR HOUSE UPDATE

Work is progressing. Window sill & soffit have been replaced, painting being completed by our staff. Roof repair for the cupola was ordered today. Re-staining of the carriage barn will start next week.

UNIVERSITY OF WISCONSIN GREEN BAY – SHEBOYGAN CAMPUS HOUSING UPDATE

Nothing to report.

CORRESPONDENCE

- Building Services 2nd Quarter Variance report was reviewed.
- UWGB – Sheboygan Campus 2nd Quarter Variance report was reviewed.

BUILDING SERVICES

- Consideration of Sheboygan County Historical Society Museum 2024 Grant Request – Executive Director Travis Gross presented the grant request totaling \$107,700. Discussion followed regarding the subject of **grant sourcing and requirements for exhibits in the museum*. Moved by Supervisor Smith to deny the grant request, no second; motion failed. Moved by Supervisor Jorgensen, seconded by Supervisor J. Kuhlow to approve the grant request; motion carried 3-1 with Supervisor Smith voting nay.

- Consideration of Building Services 2024 Operating Budget Request – Director TeBeest shared the highlights of the budget proposal totaling \$3,961,032. Moved by Supervisor Jorgensen, seconded by Supervisor Smith to approve the request as presented; motion carried with no nay votes.
- Consideration of Rocky Knoll Contingency Fund Request for Elevator Cylinder/Jack Replacement – In the last meeting, a contingency transfer not to exceed \$60,000 was approved for elevator repairs at Rocky Knoll. Since then, the packing was replaced and the cylinder is no longer leaking. This repair was covered under the maintenance contract and, therefore, at no cost. Moved by Supervisor J. Kuhlow, seconded by Supervisor Smith to approve as presented; motion carried with no nay votes.
- Consideration of Detention Center Contingency Fund Request for Air Conditioning Compressor – In addition to the failed compressor on the condenser for the Phase II Control Room that was approved last month, the compressor for the data room above the control room has also failed. Request to transfer \$14,000 for the condenser and electrical needed to install. Moved by Supervisor Jorgensen, seconded by Supervisor J. Kuhlow to approve contingency fund transfer; motion carried with no nay votes.

UNIVERSITY OF WISCONSIN GREEN BAY – SHEBOYGAN CAMPUS

- Consideration of UWGB – Sheboygan Campus 2024 Operating Budget Request – The budget packet totaling \$111,609 was presented by Director TeBeest. Moved by Supervisor J. Kuhlow, seconded by Supervisor Smith to approve the budget as presented; motion carried with no nay votes.

APPROVAL OF ATTENDANCE AT OTHER MEETINGS OR FUNCTIONS

None

DATE / TIME / LOCATION OF NEXT MEETING

Tuesday, September 5, 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 5:32pm.

Respectfully Submitted,

Becky Barritt
Recording Secretary

Gerald Jorgensen
Secretary