

SHEBOYGAN COUNTY PROPERTY COMMITTEE MEETING MINUTES

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

September 9, 2025

Called to Order: 5:00 pm

Adjourned: 5:20 pm

MEMBERS PRESENT: Jon Kuhlow, Chairperson; John Nelson, Secretary; Stephanie Arndt, and Gerald Jorgensen, Members.

MEMBERS ABSENT: Brian Smith, Vice Chairperson

OTHERS PRESENT: Kevin Dulmes and Jennie Dulmes of 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 September 5, 2025 at 2:00PM

APPROVAL OF MINUTES

Property Committee – Regular Meeting, August 12, 2025 at 5:00pm – Moved by Supervisor Nelson, seconded by Supervisor Arndt to approve minutes as presented; motion carried 4-0.

REVIEW AND APPROVE VOUCHERS

Moved by Supervisor Jorgensen, seconded by Supervisor Nelson to approve vouchers as presented; motion carried 4-0.

MUSEUM UPDATE

- Director Dulmes advised the Museum will be transitioning to cellular or data for the fire panel and the elevator.

UNIVERSITY OF WISCONSIN GREEN BAY – SHEBOYGAN CAMPUS UPDATE

- Director Dulmes advised attendance has increased with the Lakeshore College collaboration. Director Dulmes questioned the Property Committee if a meeting at the campus would be desired in October.

CORRESPONDENCE

- Second Quarter Variance Report - Director Dulmes reviewed the variance report with committee members.
- Staffing Update - Director Dulmes advised the Committee that a Maintenance Technician recently retired. Currently there are two open cleaning positions.

BUILDING SERVICES

- Consideration of Contingency Request - LEC Plumbing - Director Dulmes requests to transfer \$2,335 from Contingency fund to Law Enforcement Center Plumbing account for the continued repair of sanitary pipes. Moved by Supervisor Jorgensen to approve the transfer of contingency funds as requested, seconded by Supervisor Nelson; motion carried 4-0.
- Consideration of Contingency Request - ADRC Asphalt - Director Dulmes requests to transfer funds from the Contingency account to the ADRC interdepartmental account in the

amount not to exceed \$40,000. Director Dulmes advised the culvert needs to be replaced and part of the current driveway is damaged. The Transportation Department will be able to maintain the occupancy for the building while driveway replacement is being completed. Moved by Supervisor Nelson to approve the transfer of contingency funds as requested, seconded by Supervisor Arndt; motion carried 4-0.

- Consideration of Bid Approval - Director Dulmes advises there were four bids received for the office remodel of the Health and Human Services Building. Quasius Construction was the lowest bid at \$254,733. Moved by Supervisor Jorgensen to approve the acceptance of the Quasius Construction Bid, seconded by Supervisor Arndt; motion carried 4-0.

APPROVAL OF ATTENDANCE AT OTHER MEETINGS OR FUNCTIONS

None

DATE / TIME / LOCATION OF NEXT MEETING

Tuesday – October 14 – 5:00PM
Sheboygan County Administration Building
Room 302
508 New York Avenue
Sheboygan, WI 53081

ADJOURN

Moved by Supervisor Nelson, seconded by Supervisor Arndt to adjourn; motion carried 4-0 and meeting adjourned at 5:20pm.

Respectfully Submitted,

Jennie Dulmes
Recording Secretary

John Nelson
Secretary