

SHEBOYGAN COUNTY PROPERTY COMMITTEE MINUTES

**Corrected*

Sheboygan County Courthouse
615 North Sixth Street
Sheboygan, WI
Building Services Conference Room

February 4, 2014

Called to Order: 4:30 PM

Adjourned: 5:25 PM

PRESENT: Ed Procek, Jim Glavan, Peter Salm.
ABSENT: Tom Epping, Kris Wheeler.
OTHERS PRESENT: Brian Stout, University of Wisconsin Sheboygan; Bernie Rammer, Purchasing Agent; Jim TeBeest, Gail Ulezelski, Building Services.

CALL TO ORDER

Called to order by Chairperson Procek at 4:30 PM.

CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW

Posted January 30, 2014 at 2:45 PM.

APPROVAL OF MINUTES

Property Committee – Regular Meeting – January 7, 2014 @ 4:30 PM - Moved by Glavan/seconded by Salm to approve; motion carried.

REVIEW AND APPROVE VOUCHERS

Moved by Glavan/seconded by Salm to approve as presented; motion carried.

CORRESPONDENCE

- Wisconsin Public Service natural gas interruptible curtailment from 9:00 AM Monday – January 27, 2014 through 12:00 AM Wednesday – January 29, 2014.

UNIVERSITY OF WISCONSIN

- Two flooring replacement projects completed; looks great, thanks for support.

BUILDING SERVICES

- Consideration of Potential Storage Facility Purchase – Storage building on Pennsylvania Avenue offered for purchase to Sheboygan County. Currently only storage available to Building Services is small garage on south end of Annex Building, opening into the alley between the Courthouse and Annex Building. This building is 50'x60', 12" concrete block with 13' ceilings. Also included with property are 26 adjacent parking stalls. Discussion followed. Moved by Glavan/seconded by Salm to authorize TeBeest and Rammer to proceed in an attempt to purchase the property and report back at a future meeting; motion carried.
- Consideration of Account Clerk Status – Only formality in completing paperwork for position, which became full time January 1, 2013 as outlined in the Sheboygan County Personnel Policy Manual. Moved by Glavan/seconded by Salm to approve the change effective January 1, 2013 and forward to Human Resources Committee for approval; motion carried.
- Consideration of 2013 Annual Report – Moved by Salm/seconded by Glavan to accept as presented; motion carried.

- Consideration of Project Updates
 - Aging & Disability Resource Center Canopy/Vestibule – Meeting with architect and staff Wednesday – February 5, 2014 to discuss vestibule needs. Architect will then create bid package.
 - Combined Dispatch – Had first meeting with Venture Architects and Sheriff’s Team. Anticipate remodeling of facility will be complete by July, 2015 and ready for radios and staff.
 - Health & Human Services Addition – Out for bids; due and will be opened at 2:00 PM February 18, 2014 in County Clerk’s Office. Scheduled to award at March 4, 2014 Property Committee meeting. Hoping for completion by December 31, 2014.
 - Roof Replacements – Out for bids; due and will be opened at 2:00 PM February 11, 2014 in County Clerk’s Office. Scheduled to award during February 18, 2014 Property Committee meeting.
 - Taylor Park Shelter – Wish to survey past users; consensus of Committee ok to do so.
 - University of Wisconsin Sheboygan Engineering Building – No action; awaiting donor.
 - University of Wisconsin Sheboygan Fine Arts Addition & Remodel – Architect will meet with University staff February 14, 2014 and review preliminary draft.
 - University of Wisconsin Sheboygan HVAC Update – Wish to hire design engineer to design and compile concrete estimate for budgeting purposes; fund to come out of consulting budget. Committee consensus to proceed.

APPROVAL OF ATTENDANCE AT OTHER MEETINGS OR FUNCTIONS

Moved by Glavan/seconded by Salm to approve Committee attendance at Human Resources Committee Meeting – Wednesday, February 12, 2014 at 5:00 PM; motion carried.

ADJOURNMENT

Date / Time / Location of Next Meeting

Tuesday – February 18, 2014 @ 4:30 PM

Building Services Conference Room, 615 North Sixth Street - Sheboygan.

Moved by Glavan/seconded by Epping *Salm to adjourn. Motion carried and meeting adjourned at 5:25 PM.

Respectfully Submitted,

Gail Ulezelski
Recording Secretary