

SHEBOYGAN COUNTY PROPERTY COMMITTEE MINUTES

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

January 5, 2016

Called to Order: 4:30 pm

Adjourned: 5:15 pm

PRESENT: Jim Glavan, Chairman; Tom Epping, Vice Chairman; Bob Ziegelbauer, Secretary; Brian Hilbelink, Henry Nelson, Members.
OTHERS PRESENT: Tom Eggebrecht, Shannon Otten, Health & Human Services; Jim TeBeest, Gail Ulezelski, Building Services.

CALL TO ORDER

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

CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW

Posted January 4, 2016 at 2:45 PM.

APPROVAL OF MINUTES

Property Committee – Regular Meeting – December 15, 2015 @ 4:30 PM – Moved by Supervisor Nelson/seconded by Supervisor Ziegelbauer to approve corrected minutes; motion carried.

REVIEW AND APPROVE VOUCHERS

Moved by Supervisor Epping/seconded by Supervisor Hilbelink to approve vouchers as presented; motion carried.

CORRESPONDENCE

- TeBeest commended Department staff for the outstanding job done not only during the recent snowstorm and snow removal process, but also during the last month in his absence. He complimented all for stepping up, working together as a team and accomplishing the tasks.

BUILDING SERVICES

- Consideration of Proposed Sheboygan County Health & Human Services Administrative Office Revisions – Tom Eggebrecht presented request including a power point presentation to modify the building layout to create a more user-friendly and efficient Administrative Office suite. The architect's cost estimate is \$118,070. The Health & Human Services Committee will do a fund request to utilize funds from the general fund. Following discussion, it was moved by Supervisor Nelson/seconded by Supervisor Ziegelbauer to approve the concept of the proposed office revisions; motion carried.
- Consideration of Project Updates –
 - Bookworm Gardens – Annual Report received; no disclosure of escrow amount. Committee consensus TeBeest to pursue obtaining that information.
 - Combined Dispatch – West side remodel complete; old Dispatch Center vacated, personnel consolidated and operating from the City of Sheboygan right now. Design work of old Dispatch Center space to begin in January. Radio project upgrade on schedule.

- Fire Alarm System Upgrades – Rocky Knoll scheduled for 2016; will include all new panels and devices.
- HVAC Control Upgrades – Law Enforcement Center and Administration Building programming in 2015; quoting Rocky Knoll for 2016.
- Key Card Upgrades – Courthouse and Administration Building done, few tweaks necessary. Law Enforcement Center scheduled for 2016, all parts on order.
- Roof Replacements – Advertisement for bids for Rocky Knoll due out soon; hope to award at February 16, 2016 meeting.
- University of Wisconsin Sheboygan VAV Replacement – Student Services completed in 2015. Learning Resources Building slated for 2016; Engineering quoting.

APPROVAL OF ATTENDANCE AT OTHER MEETINGS OR FUNCTIONS

None.

DATE / TIME / LOCATION OF NEXT MEETING

Tuesday – January 19, 2016 at 4:30 PM

Courthouse Annex Building – Building Services Conference Room

615 North 6th Street – Sheboygan, WI

ADJOURNMENT

Moved by Supervisor Hilbelink/seconded by Supervisor Epping to adjourn; motion carried, meeting adjourned.

Respectfully Submitted,

Gail Ulezelski
Recording Secretary

Robert Ziegelbauer
Secretary