SHEBOYGAN COUNTY PROPERTY COMMITTEE MINUTES

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

February 20, 2018 **Called to Order: 4:30 pm** **Adjourned: 4:56 pm**

PRESENT:	Jim Glavan, Chairperson, Bob Ziegelbauer, Secretary, Steve Bauer, Member.
ABSENT:	Henry Nelson, Vice Chairperson, Brian Hilbelink, Member.
OTHERS PRESENT:	Jon Etta, University of Wisconsin Sheboygan; Travis Gross, Historical Museum; 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 February 16, 2018 at 11:30 AM.

APPROVAL OF MINUTES
Property Committee – Regular Meeting – February 6, 2016 @ 4:30 PM – Moved by Supervisor Bauer/seconded by Supervisor Ziegelbauer to approve as corrected; motion carried.

REVIEW AND APPROVE VOUCHERS
Moved by Supervisor Bauer/seconded by Supervisor Ziegelbauer to approve vouchers as presented; motion carried.

CORRESPONDENCE
- 2017 4th Quarter Variance Reports
  - University of Wisconsin Sheboygan – accepted as presented.
  - Building Services – accepted as presented.
- Law Enforcement Center Air Handling Unit #5 Shaft Replacement – Estimated replacement cost $5,250.

TRANSPORTATION COMPLEX UPDATE
Construction nearing completion, cabinet work and in-floor heat for office spaces couple weeks out. Operating out of shop spaces; some concerns, but addressing issues.

SHEBOYGAN COUNTY HISTORICAL MUSEUM
- Wheeler Restoration Center Project – Travis Gross, Executive Director reported the project is complete and on budget. Added door threshold to address water issue, bathroom, mezzanine area, shop sink, and dividing wall with overhead door. Pathways between buildings to be done when weather permits. Storage building now up to Accredited Museum standards for artifact preservation.

BUILDING SERVICES
- Consideration of Building Use Request – Sheriff's Department Citizens Academy requests use of Branch 3 on April 12, 2018 from 6:00-9:00 PM; another evening or two may be required as in past years. Moved by Supervisor Ziegelbauer/seconded by Supervisor Bauer to approve request and future dates if necessary; motion carried.

- Consideration of 2017 Building Services Annual Report - For informational purposes. Please inform Director of any requested improvements.

APPROVAL OF ATTENDANCE AT OTHER MEETINGS OR FUNCTIONS
Town Hall Meeting, February 24, 2018 – 1:30-3:00 PM, Rocca Meeting Room – Mead Public Library. Moved by Supervisor Ziegelbauer/seconded by Supervisor Bauer to approve Committee attendance; motion carried.

DATE / TIME / LOCATION OF NEXT MEETING
Tuesday – March 6, 2018 @ 4:30 PM, Courthouse Annex Building - Building Services Conference Room, 615 North 6th Street, Sheboygan.

ADJOURN
Moved by Supervisor Bauer/seconded by Supervisor Ziegelbauer to adjourn; motion carried, meeting adjourned.

Respectfully Submitted,

Gail Ulezelski
Recording Secretary

Robert Ziegelbauer
Secretary