

NOTICE OF MEETING
PROPERTY COMMITTEE
June 21, 2022 - 4:30 PM

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

Room 302

To Join the Meeting Remotely
Dial: + 1 347-318-0488
Enter Pin Number: 798 791 571
Press: #

Members of the Committee may appear remotely.
Persons wanting to observe the meeting are encouraged to listen remotely.

Agenda

Call to Order

Certification of Compliance with Open Meeting Law

Approval of Minutes

Property Committee – Regular Meeting, June 7, 2022 at 4:30PM

Review and Approve Vouchers

Museum Update

Correspondence

- Detention Center Alternatives to Incarceration Addition Status
- Update on Assistant Electrician posting

Building Services

- Consideration of Cell Tower Easement at Detention Center
- Consideration of Department Vehicle Policy
- Consideration of Fund Transfer for Detention Center Alternatives to Incarceration Project
- Consideration of Detention Center Flooring Bid Award

Approval of Attendance at Other Meetings or Functions

Date / Time / Location of Next Meeting

Tuesday – July 5, 2022 - 4:30 PM
Sheboygan County Administration Building – Room 302
508 New York Avenue
Sheboygan, WI 53081

Adjourn

Prepared by:
Becky Barritt
Recording Secretary

Henry Nelson
Committee Chairperson

NOTE: A majority of the members of the County Board of Supervisors or any of its committees may be present at this meeting to listen, observe, and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in *State ex rel. Badke v. Greendale Village Board*, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

Wis. Stat. § 19.84 requires that each meeting of a governmental body be preceded by a public notice setting forth the time, date, place, and subject matter of the meeting. This Notice and Agenda is made in fulfillment of this obligation. Electronic versions of this Notice and Agenda may hyperlink to documents being circulated to members in anticipation of the meeting and are accessible to the public for viewing. Additions, subtractions, or modifications of the hyperlinked materials do not constitute an amendment to the meeting agenda unless expressly set forth in an Amended Notice and Agenda. Members of the public are encouraged to check from time to time before the meeting to see whether the hyperlinked content has been changed from what was originally posted.

Persons with disabilities needing assistance to attend or participate or those without access to adequate telephone services are asked to notify Becky Barritt at (920) 459-4342 prior to the meeting so that accommodations may be arranged.

Wearing a mask is strongly encouraged in all County-owned or leased property, unless you are fully vaccinated.

SHEBOYGAN COUNTY PROPERTY COMMITTEE MEETING MINUTES

June 7, 2022

Called to Order: 4:34 pm

Adjourned: 5:27 pm

MEMBERS PRESENT: George Kulow, Vice Chairperson; Gerald Jorgenson, Secretary; Brian Smith, Jon Kuhlow, Members.

ABSENT: Henry Nelson, Chairperson

OTHERS PRESENT: **In Person:** Jim TeBeest, Becky Barritt, Building Services; Evan Grossen, Finance

CALL TO ORDER

Vice Chairperson George Kulow called the meeting to order at 4:34 PM.

CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW

Posted June 2, 2022 at 3:45PM.

APPROVAL OF MINUTES

Property Committee – Regular Meeting, May 7, 2022 at 4:30pm – Director TeBeest received a suggestion to modify the wording regarding the Johnson Controls, Inc. project scope. Motion to approve with the change by Supervisor B. Smith, seconded by Supervisor J. Kuhlow; motion carried.

REVIEW AND APPROVE VOUCHERS

Moved by Supervisor G, Jorgenson/seconded by Supervisor J. Kuhlow to approve vouchers as presented; motion carried.

MUSEUM UPDATE

Paint has been purchased for exterior. Second summer helper position has recently started, they will start painting soon.

CORRESPONDENCE

- Recognition of Building Services staff for the recent improvements at the Aging & Disability Resource Center from Matt Strittmater, Director of Health & Human Services.
- Detention Center Alternatives to Incarceration Addition – due to delays with permits from the city, the project was pushed back. The foundation crew should return on June 26th to begin.
- Law Enforcement Center Bookcase – volunteer project to build and install bookcase in the lobby area of the Law Enforcement Center was delayed due to Covid, but will be installed soon.

BUILDING SERVICES

- Consideration of Elder Abuse Display at Aging & Disability Resource Center – ADRC staff are requesting a display of pinwheels in front of the building beginning June 8th through the end of the month, but there are some concerns regarding the display and the mowing schedule. Moved by Supervisor B. Smith, seconded by Supervisor J. Kuhlow to approve the display in front of the ADRC, with ADRC staff moving the pinwheels to keep lawn presentable; motion carried.
- Consideration of Building Services 5 Year Plan – Director TeBeest presented each project, there was discussion about each, and projects were prioritized as follows:

1. Courthouse Tuckpointing & Window Replacement (2025 & 2026 - \$5,052,500) – Two consultants assessed building recently, noting disintegrated stones, and both recommended all windows to be replaced. Some damage to both exterior and interior has been experienced.
2. Roof Replacements: 2023 – Law Enforcement Center Replacement and railings at UWGB-Sheboygan Campus and Courthouse Annex (\$617,000) and 2024 – Courthouse railings at 2nd floor ledge roof (\$86,000).
3. HVAC N4 Controls Upgrade (software and graphics): 2023 – Rocky Knoll & UWGB-Sheboygan Campus (\$82,000) and 2024 – Administration Building, Health & Human Services, Courthouse & Law Enforcement Center and Detention Center (\$101,500).
4. Detention Center/Jail Equipment Replacement and Remodel (already partially started in 2022): 2023 – Upgrade 125 cameras & cabling, replace six air conditioning condensers (\$1,143,500), 2024 – replace flooring, four food refrigeration units and two washing machines (\$277,000), 2025 – replace 1,140 light fixtures/bulbs with LED (\$146,500) and 2026 – coat ceramic tile showers with epoxy at Law Enforcement Center and replace grease trap in the Detention Center (\$318,000).
5. Courthouse Elevator Replacement: Public elevator machine at the Courthouse (2025 - \$453,000).
6. UWGB-Sheboygan Campus – Parking Lot Reconstruction and Lighting: 2023 – East lot and Campus Drive (\$451,000) and 2024 – West lot (\$360,992).
7. Courthouse Parking Lot Replacement: 2026 – Courthouse area (\$178,500) and 2027 – Law Enforcement Center area (\$136,200).
8. Health & Human Services Remodel Updates: 2023 – Update appearance of dated spaces as requested by Health & Human Services Director (\$127,000).

Motion to approve projects as listed, with emphasis to move Courthouse Tuckpointing & Window Replacement earlier, moved by Supervisor B. Smith, seconded by Supervisor G. Jorgenson; motion carried.

- Consideration of Johnson Controls, Inc. Project – Director TeBeest recommended to the County Administrator not to proceed with performance contract Johnson Controls, Inc., as the benefits do not outweigh the drawbacks of their proposal.

APPROVAL OF ATTENDANCE AT OTHER MEETINGS OR FUNCTIONS

None.

DATE / TIME / LOCATION OF NEXT MEETING

Tuesday, June 21, 2022 4:30 PM

Administration Building – Room 302

508 New York Avenue - Sheboygan, WI 53081

ADJOURN

Moved by Supervisor B. Smith, seconded by Supervisor J. Kuhlowl to adjourn; motion carried and meeting adjourned at 5:27 pm.

Respectfully Submitted,

Becky Barritt
Recording Secretary

Gerald Jorgenson
Secretary



Sheboygan County Detention Center Property

June, 14, 2022



SHEBOYGAN COUNTY

James A TeBeest
Building Services Director

VEHICLE USE POLICY

April 22, 2022

Building Services Department has a variety of vehicles assigned to various facilities and the County's Electrician. Shared use of Department vehicles is encouraged, though vehicles are assigned to facilities for snow plowing, salting and getting parts and supplies as needed.

Personal use of all County vehicles is prohibited. The Electricians are required to take the van home nightly for quicker response to power outages, fire alarm system trouble, radio tower outages and door/gate electronic security failures, as well as starting and ending the workday at the job site.

Operator shall have valid driver's licenses and be employed by Sheboygan County. The department manager shall check staff licenses bi-annually. The Sheriff's Department and seasonal employees drive these vehicles as approved by the Manager of Building Services. Use by other departments, University of Green Bay – Sheboygan Campus or the Sheboygan County Historical Society requires Property Committee approval.



SHEBOYGAN COUNTY

James A TeBeest
Building Services Director

TO: Property Committee Members
DATE: June 16, 2022
REF: Consideration of Use of Capital Project Fund Balance for Alternatives to Incarceration (ATI) Addition capital project #82106

One of the approved Building Services projects in the 2022-2026 Five Year Capital Plan is to build an addition on the Detention Center to house the expanded ATI staff and provide test sample restrooms. This capital project has a budget of \$1,642,674, which provides 3,365 square feet of additional space.

During the bidding phase of this project, it became obvious that construction materials increased \$370,410 (22.5%) due to inflation and supply chain issues. The Architect, Sheriff, County Administrator and I reduced the scope of the project by \$161,410 to be more fiscally feasible without impacting the functionality of the space. This however, still did not bring the cost down to the approved budget amount.

The Property Committee awarded the construction contract to the lowest bidder at the negotiated reduced scope and cost. This was done to avoid further supply chain delays and the potential winter construction and inflation costs.

I am respectfully requesting to seek Finance Committee approval of utilizing \$209,000 from the Capital Project Fund Balance. The additional 12.7% funding is needed to complete and furnish the project.

Thank you for your consideration.

Respectfully yours,

Jim TeBeest