

**NOTICE OF MEETING**  
**PROPERTY COMMITTEE**  
**November 11, 2025 – 5:00 PM**

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

To Join the Meeting Remotely via phone:  
Dial: + 1 339-788-5442  
Enter Pin Number: 576 517 467#

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 – October 14, 2025 at 5:00PM

**Review and Approve Vouchers**

**Museum Update**

**UW Green Bay – Sheboygan Campus Update**

**Correspondence**

- Bid Update
- UW - GB Building Report Status

**Building Services**

- Consideration of Building Services Proposed Fund Transfer / Budget Adjustment
  - Natural Gas, Electric, Building Improvements, and Machinery & Equipment accounts to the Museum Heat account.

**Approval of Attendance at Other Meetings or Functions**

**Date / Time / Location of Next Meeting**

**Tuesday – November 25, 2025 – 5:00 PM**  
**Sheboygan County Administration Building - Room 302**  
508 New York Avenue  
Sheboygan, WI 53081

**Adjourn**

Prepared by:  
Jennie Dulmes  
Recording Secretary

Jon Kuhlow  
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 Jennie Dulmes at (920) 459-4342 prior to the meeting so that accommodations may be arranged.

## **SHEBOYGAN COUNTY PROPERTY COMMITTEE MEETING MINUTES**

University of Wisconsin Green Bay - Sheboygan Campus  
Room 1202  
1 University Drive  
Sheboygan, WI 53081

**October 14, 2025**

**Called to Order: 5:04 pm**

**Adjourned: 6:36 pm**

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

**OTHERS PRESENT:** Kevin Dulmes, Jennie Dulmes, and Becky Barritt of Building Services.

### **CALL TO ORDER**

Chairperson Jon Kuhlow called the meeting to order at 5:04 PM.

### **CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW**

Posted October 10, 2025 at 2:00PM

### **APPROVAL OF MINUTES**

Property Committee – Regular Meeting, September 9, 2025 at 5:00pm – Moved by Supervisor Jorgensen, seconded by Supervisor Arndt to approve minutes as presented; motion carried 5-0.

### **REVIEW AND APPROVE VOUCHERS**

Moved by Supervisor Smith, seconded by Supervisor Nelson to approve vouchers as presented; motion carried 5-0.

### **MUSEUM UPDATE**

- Director Dulmes advised there will be a request to transfer funds this month and next month due to two separate replacements that need to be completed. Director Dulmes advised there is a humidifier that services the main area of the museum that has failed and needs to be replaced. There is also a boiler that needs to be replaced due to failure.

### **UNIVERSITY OF WISCONSIN GREEN BAY – SHEBOYGAN CAMPUS UPDATE**

- Director Dulmes advises the concrete has been poured for the installation of the salt brine tank.

### **CORRESPONDENCE**

- Third Quarter Project Update - Director Dulmes updates committee members on the status of ongoing projects. Director Dulmes advises of significant progress in several projects.
- The Members of the Property Committee had a tour of the University of Wisconsin Green Bay - Sheboygan Campus. Director Dulmes escorted members and also gave an overview of building conditions during the tour.

### **BUILDING SERVICES**

- Consideration of Fund Transfer Request - Director Dulmes requests to transfer \$8,500 from Courthouse Natural Gas account, \$8,500 from Detention Center Natural Gas account and \$3,000 from Law Enforcement Center Natural Gas account all to Museum Heat account. This request has been made to replace the Humidifier that services the main area of the Museum. This unit has failed and cannot be repaired. Moved by Supervisor Smith to

approve the transfer of funds as requested, seconded by Supervisor Nelson; motion carried 5-0.

**APPROVAL OF ATTENDANCE AT OTHER MEETINGS OR FUNCTIONS**

None

**DATE / TIME / LOCATION OF NEXT MEETING**

Tuesday – November 11, 2025 – 5:00PM  
Sheboygan County Administration Building  
Room 302  
508 New York Avenue  
Sheboygan, WI 53081

**ADJOURN**

Moved by Supervisor Smith, seconded by Supervisor Arndt to adjourn; motion carried 5-0 and meeting adjourned at 6:36pm.

Respectfully Submitted,

Jennie Dulmes  
Recording Secretary

John Nelson  
Secretary

2025 Fund Transfer / Budget Adjustment

Department: Building Services

Date: November 11, 2025

I. Fund Transfer Request

From:	<u>Account #</u>	<u>Amount</u>
Operating Transfer From		
Natural Gas	xxx.531820	\$4,940
Electric	xxx.531815	\$4,940
Building Improvements	198.564000	\$17,598
Machinery & Equipment	198.565000	\$16,775
Misc. Reimbursements	1105.466125	\$20,000
To:		
Museum Heat	1105.532205	\$64,253

We are requesting the transfer of funds to the Museum Heat account for the replacement of two boilers. The total cost is \$64,253. This request is to transfer \$4,940 from Natural Gas account, \$4,940 from Electric account, \$17,598 from Building Improvements account, and \$16,775 from Machinery & Equipment account to Museum Heat account. The transfer of our own funds totals \$44,253. There will also be a reimbursement of \$20,000 from the Museum.

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Kevin Dulmes, Director - Building Services