

# Langlade County Public Property Committee Minutes

**Date of Meeting:** August 5, 2013 at 5:00 pm

**Place:** Resource Center – Wolf River Room

**Members Present:** Robert Benishek, Vernon Cahak, David Solin, and Doug Nonnenmacher

**Members Absent:** Jeff Zalewski, excused

**Others Present:** Nate Heuss, Robin Stowe, Gary Olsen, Eric Roller, Phil Beck, Dennis Mattmiller, Nancy Bugni, Carol Feller Gottard, Jim Fleischman, George Kitsemble Jr., Bob Solin, Mark Desotell, Dan Zupon, Ora Monegar and Pam Jankowski

1. The meeting was called to order by Chairman Robert Benishek at 5:00 p.m. in the Wolf River Room – Resource Center, Antigo. The Pledge of Allegiance was recited.
2. **Approve/amend the minutes of the previous meeting held on July 1, 2013:** Motion by Verne Cahak to approve the previous minutes of July 1, 2013, Seconded by, Doug Nonnenmacher, all ayes, Motion carried.
3. **Review bids for Library Roof with possible action:** Heuss has the bids for the Library Roof Project. Verne Cahak was in attendance for this bid opening. Bid Tabulation presented to the Committee (See Attachment). Base bids exceed the budgeted amount of \$105,000. If existing roofing is not removed, the alternate for stone coated steel shingles could meet budget. Discussion presented by Robin Stowe regarding how the project budget was created between the City, County and the Library Board. Nancy Bugni stated that the Library Board prefers a metal roof with the existing shingles removed and does not want to extend the project completion date. Without these compromises, none of the qualified bids meet the project budget. Stowe stated they need to allow for a contingency when approving a bid. Heuss stated he was instructed to solicit bids for a metal roof for this project. Motion by Nonnenmacher to decline all bids and have this re-bid with a Class 4 Shingle Roof, Seconded by Solin, all ayes, Motion Carried
4. **Discuss Fairgrounds Promotional Committee's previous meeting minutes with questions if any:** Robin Stowe explained that at the last meeting the Committee and representatives of the various organizations that conduct annual events at the fairgrounds conducted a walking tour of the Fairgrounds and buildings for the purpose of taking inventory to determine ownership of all movable property and equipment. This list is being compiled by Pam Jankowski, and the Fairgrounds Promotional Committee will be adopting a plan that sets forth the rules about items being stored on the property. Stowe will be contacting potential owners regarding use of these items by other users of the grounds. Any

items in dispute will be presented to the Public Property Committee for a determination and Robin will review the options available to the Committee at that time.

5. **Antigo Stock Car Inc – Ora Monegar:** Ora Monegar from Antigo Stock Car Inc. was present and stated that ASCI will be proceeding with a lawsuit against Langlade County Public Property Committee and Legal Counsel.
6. **Approve 2014 Safety Building Rent for the City:** Gary Olsen, Finance Director was present and stated that he is proposing a 3% increase from last year for the Safety Building rent from the City, which would be a total of \$7,2093.00 for 2014. Chief of Police Eric Roller presented his views. Solin would like more research done regarding the rent and some input from other County Board Members. The formula used to determine rent does not adequately address the additional costs borne by the County to operate the Safety Building including the loss of revenue from housing State Prisoners and the cost of capital improvement projects over the years. The formula needs to account for additional costs but also balance these additional costs of operating the Safety Building over a period of time. Olsen is requested to prepare a 5 year projection starting when the State Prisoners were removed from the County Jail. Nonnenmacher and Benishek stated these officials should be working together as a "Community" to determine the most efficient method of sharing the cost of operating the jail and safety building. Motion to carry this over to next month by Nonnenmacher, Seconded by Solin, all ayes, Motion Carried.
7. **Maintenance Budget Review:** Gary Olsen, stated the Committee needs to approve 2013-2014 budget for Maintenance. Olsen stated the 2014 budget is good, but some cuts were made for 2015. Olsen is projecting to be under budget this year and asks to carry over funds for projects. Heuss reviews budget forms with the Committee. Motion to approve the 2014 & 2015 Budgets by Solin, Seconded by Cahak, all ayes, Motion carried.
8. **Discuss School House with Retired Educators Association:** Phil Beck was present and discussed the School House on the Fairgrounds. He would like to have this building placed on the State Register of Historical Places. He stated this school house was built in 1904 for approximately \$800. He is requesting that any work to the building be held off so they can go through the process of placing it on the Historical Registry. Maintenance will not re-side or re-paint this building until notice is received regarding the Historical Registry application.
9. **Review Status of Livestock Pavilion project:**
  - a. **Update from Fundraising Committee:** Dennis Mattmiller was present to update the committee regarding fundraising. A total of \$6,475.00 was raised at the Open House Event and this will finish the bathrooms in the Livestock Pavilion.

Donor Signs discussed for the stalls and Mattmiller would like to see donors who purchased naming rights for an entire wing have signs placed on the outside of each wing. Mattmiller is working with the Sign Company for donor signs.

Mattmiller will discuss gravel for the backside of the barn with the Fairgrounds Promotional Committee.

Nate Heuss requested direction on using the barn for rental storage. Without the ventilation system completed, the barn is not properly ventilated for storing gas powered equipment.

Benishek stated the Fairgrounds Promotional Committee should bring suggestions and ideas for uses of the new Pavilion in the future to this Committee.

- b. **Report on Open House Event** - Dennis Mattmiller discussed the Open House Event and would like to see possible a 2<sup>nd</sup> Annual Event in the future.

The Fairgrounds policy has always been that a user leaves a building in the same condition as they receive it and the Pavilion has not been cleaned yet from the Fair which prohibits use of the building until this is completed. The Fairgrounds Promotional Committee will address a time frame for pressure washing and sanitizing of the barn after an event takes place.

Benishek would like a report from the Fair Committee and will invite them to the next Public Property Committee Meeting and also to the Fairgrounds Promotional Committee Meeting.

- 10. **Discuss dumpster service contract for County Facilities:** As previously directed by the Committee, Heuss contacted Waste Management, who is the current service provider, to reduce the contracted price and WM agreed to this. Contract has been renewed with them.
- 11. **Review bids for Commercial Building Siding replacement:** This bid has been extended until August 16<sup>th</sup>. Expediting the timeline was discussed. Motion to allow Solin to go over the bids with Heuss and accept the low bid by Cahak, Seconded by Benishek, 3 ayes, 1 nay (Nonnenmacher) Motion carried.
- 12. **Discuss conversion to Digital Controls at HCC:** Automated Logic could not be present today, this item will be put on the Agenda for the September meeting.
- 13. **Review Maintenance Projects/Monthly Report:** Heuss reviewed his report with the Committee for the month of August and was accepted. See attached.
  - a. **Update on Resource Center HVAC Alterations:** Final items are being taken care of. Air balancing and controls are being finalized and the system adjusted.
  - b. **Update on Fairgrounds Asphalt Project:** Heuss stated the Fairgrounds asphalt project is completed as well as the road through the Fairgrounds. The underlying soil conditions were not good and required the removal of more cubic yards than were included in the base bid. Removal of the additional clay was required in order to do the work correctly. Heuss is asking for approval to increase the

allowable amount from \$250,000 to \$275,000. Due to low asphalt prices this year and very competitive bids, the project is still well under budget. The two projects were done for less than the anticipated cost of one project. Motion by Solin to allow approval of additional expenses in removing the bad soil, Seconded by Cahak, all ayes, Motion carried.

c. **Update on Roof & Siding Maintenance Shop:** Heuss stated the siding is approximately 90% complete. It has been insulated, wrapped, gables are sided, and the West side is finished. Roof work will be completed next and will add more insulation to the roof.

d. **Update on Jack Lake Restroom project:** Heuss stated Forestry has a \$45,000 grant for this project, pending paperwork.

14. **Approve Disposal of County Equipment:** Jankowski present a list of items to be sold on the Public Surplus Auction site to the Committee. Motion to approve by Nonnenmacher, Seconded by Solin, all ayes, Motion carried.

15. **Approve Office Equipment/Furniture Purchases:** None at this time.

16. **Review Budget Summary:** Committee Members received the Budget Summary for review.

17. **Verify Date of Next Meeting:** The next regular meeting will be Tuesday, September 3, 2013 at 5:00 pm at the Resource Center, Wolf River Room.

18. **Adjourn:** Motion by Cahak, Seconded by Nonnenmacher to adjourn at 7: 20 PM, all ayes, Motion carried.

Respectfully submitted,

Pamela Jankowski  
Recording Secretary

Antigo Public Library - Roof Replacement  
 Bid Opening - August 5, 2013 at 12:15 pm  
 Forestry Office - Langlade Co Fairgrounds

Name of Bidder	Base Bid #1	Alternate #1A	Base Bid #2	Unit Price	Voluntary Alternate	Bid Bond	Addenda	Comments
	Roof Replacement	(Steel Shingles)	Gutter Replacement	Per S.F. Sheathing Rplcmnt.				
Decker Lumber	\$ 178,200.00	\$ 130,100.00	\$ 15,800.00	1.50	Deduct \$7,450 from Bid #2 if 5" gutter and 4x3 downspouts	X	yes	\$101,700 for Alternate #1A if shingles left on.
Kulp's of Stratford	\$ 164,750.00	\$ 119,750.00	\$ 7,200.00	1.50	Deduct 5% if December 15 deadline extended	X	yes	- Bid #2 valid w/ roof only (\$94,750 for Alternate #1A if shingles left on; a \$25k deduct)
Durable Roofing	\$ 157,730.00	\$ 139,580.00	no bid	3.06	none	X	yes	
McNeil-West	\$146,600.00	\$130,800.00	no bid	2.25	none	X	yes	Base Bid #1 panel does not meet spec. (Bidder included addendum in bid, but forgot to note on bid form. \$1.10 / s.f. Sheathing)
Kitsemble Exteriors	\$ 80,848.00	\$ 110,195.00	no bid	None	Change to Class 4 shingle \$64,494.18	X	no	(\$98,195 for Alternate #1A if shingles left on.) (\$12,000 deduct)
	\$							

**LANGLADE COUNTY MAINTENANCE DEPARTMENT**  
**Fairgrounds - 1635 Neva Road, Antigo, Wisconsin 54409**

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Nate Heuss  
Director of Facilities Management

PHONE – 715-627-6307  
FAX - 715-627-6550

August 5, 2013 – Public Property Committee Report

1. COMPLETED WORK

- SB / Jail: Check & Repair phone line to probation fax line, trace phone lines for 911 power fail lines, unplug show & urinal drains in Jail (emergency after hours), replace light bulbs in jail cell (smaller lift rental), maintenance open jail doors air controls, hang plaques in coroner's office, spray for ants, repair circulation pump for hot water, replace water stained ceiling tile, replace ballasts.
- RC: Install a lower ceiling in child support area to allow for new heating line, assist HVAC project as needed.
- HCC: Unhook / reroute / reconnect power & control conduits for south AC unit (roof project) and north unit, Install outlet in ADRC new office, check roof vents to see if they can be removed (removed 3 after cutting power to 1), located damaged conduit and pulled new wires for fire alarm, found damaged conduit and pulled new exit light wires, clean up condensate leak on HCC north unit / replace pump, relocate ADRC copy-fax machine & cabling, move furniture for ADRC office remodeling, meet with broadband solutions to run cable, meet w/ ALC about digital controls, finish ADRC window installation, hang blinds in ADRC office, hang bulletin board and pictures in ADRC.
- CH: Check PA system/locate bad speaker, investigate options for courtroom lock, replace roof lights with LED, repair courtroom door lock.
- Fairgrounds: Pull wires / mount speakers / test PA in livestock pavilion, installed lights / electrical in livestock barn restrooms, repair 2 midway flood lights, install 100 amp disconnect on midway for food vendor, install flagpole light on livestock barn, install gravel shoulder on road (safety), replace key lock on clover room roll-up door, replace lockset on registration building, assist with Fair as needed, clean fans in exhibition building, install plexiglass in schoolhouse, put plastic over carpet in Fair office (forestry), clean Forestry conference room. 3 toilets installed in MP building. Remove exterior lights / disconnects and install boxes on maintenance shop for new siding, respond to call-ins for the Fair.
- General: 6 Diggers Hotline locates, Replace exterior light fixtures with LED (7/RC, 7/HCC, 6/MP Bldg, 1/SB, 9/CH), haul & shred confidential documents.

2. ADMINISTRATION

- Construction Administration – HCC Roof Replacement, Fairgrounds Asphalt, RC HVAC.
- Bidding Library Roof Replacement, Commercial Bldg siding. Jack Lake start unknown.
- Focus on Energy grant: meetings continue. LED exterior light installation proceeding.
- Architectural: Design & Bid Sheriff's Impound Building for August bidding.

3. FACILITY STATUS

- Cattle Barn
  - Ventilation system for vehicle storage. Topsoil/seeding done by volunteers.
- Health Care Center
  - Roof project is complete.
  - Digital Controls system Fall 2013. Front entrance landscaping.
- Courthouse
  - Alterations to 3<sup>rd</sup> Floor locks for security.
- Safety Building
  - 7,350 S.F. Impound Building Site. Design / Construction Doc's
  - Water / Gas conservation measures.
  - Finance & IS departments will move into former probation & parole space.
- Resource Center
  - HVAC project substantially complete.
  - Replace west side single pane windows.
- Fairgrounds
  - Paving project complete. Rabbit Barn painting done.