

Langlade County Public Property Committee Minutes

Date of Meeting: February 7, 2011; 6:00 p.m.

Place: Wolf River Room, Resource Center

Members Present: Chairman Douglas Nonnenmacher, Robert Benishek, David Solin, Vernon Cahak, Jeffrey Zalewski, and Alison Leaver

Members Absent: None

Others Present: Ron Hansche, Robin Stowe, Jim Jansen, Judy Karpf, Ron Nye, Tom Schultz, Nate Heuss, Nick Sanchez, Angie Close, Mike Mael, Automated Logic, Inc.; Cindy Brill and Tyler Jacobsen, Aramark Uniform Services; Roy Dieck, Ora Monegar, Antigo Stock Car, Inc., board members, and Terry Poltrock

The meeting was called to order by Chairman Nonnenmacher at 6:00 p.m., in the Wolf River Room, Resource Center. Motion by Benishek, seconded by Cahak to approve the minutes of the January 3, 12, and 19, 2011 meetings. All ayes. Motion carried.

Consider Revising Purchasing Policy: Stowe brought to the attention of the committee that each year the Director of Social Services annually approves service contracts valued at more than \$10,000, which does not follow the purchasing policy. In order to streamline the process for spending funds that have already been approved in the budget, Stowe suggested that the policy could be revised to exempt these types of service contracts which are renewed on an annual basis. Motion by Benishek, seconded by Cahak to have the corporation counsel revise the Langlade County Purchasing Policy to list the exemptions to the policy and the various annual service contracts. All ayes. Motion carried. The corporation counsel will provide a copy of the amendment to the Langlade County Purchasing Policy at the March committee meeting.

Discuss Barn Improvements: Hansche stated that two walls in the cattle barn need to be straightened, but that the maintenance staff should be able to perform this work along with any other minor repairs that need to be completed. Hansche plans to bid a new roof and roof deck that needs to be repaired. The bid will state the square feet of roof deck replacement, and anything over that square footage would be taken care of as a change order. Hansche will bid out a metal roof with 1½" insulation. Hansche stated that ridge vents should be installed instead of the ventilation pots, which allow the snow to blow into the cattle barn. Sill plates are also needed. The roof will need a complete tear down before installation of the new roof so the structure will not be overloaded. The milk house is included in the re-roofing. Hansche will bid out the project in February and open the bids in March. Hansche will contact Heuss next week to review the plans for the barn before it is bid out.

Review Quotes for Air Balancing and Air Quality Study: Hansche informed the committee that he had received two quotes for an air quality study of the jail. They are:

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AAES, Inc. - \$1,500.00
 ACR Corporation - \$3,225.00

Hansche also received two quotes for air balancing at the jail. They are:

Balco Balancing, Inc. - \$2,500.00
 Barkmo - \$3,894.00

At the January committee meeting, it was discussed that Automated Logic, Inc., would be conducting an energy initiative and that the air balancing and air quality testing should not be implemented until the energy initiative had been completed. Motion by Solin, seconded by Zalewski to accept the low quote of AAES, Inc., of \$1,500.00 to conduct an air quality study of the jail and to accept the low quote of Balco Balancing, Inc., of \$2,500.00 to complete an air balancing in the jail. All ayes. Motion carried. Funding is available from the HVAC fund.

Forestry Garage: Hansche stated that seven bids had been received for the forestry garage project. He stated that the building will be resided, deteriorating concrete will be replaced, the garage doors will be replaced, and a 25’ bay will be added with a larger garage door. The bids were as follows:

General Contractors	Base Bid No. 1	Alternate 1A	Substitute Bid	BB/CC
Decker Lumber	\$27,900.00	\$24,700.00		BB
DDC Construction LLC	\$30,910.00	\$25,310.00		BB
JAS Construction	\$26,120.00	\$27,970.00		BB
KW Construction	\$29,785.60	\$44,444.44		BB
McNeil West Construction	\$36,800.00	\$26,600.00	-\$1,100.00	BB
SD Ellenbecker	\$31,077.00	\$26,818.00		BB
Tradewell Construction	\$34,300.00	\$32,800.00		BB

Motion by Solin, seconded by Zalewski to accept the low bid for the total project from Decker Lumber of \$52,600 for the forestry garage project and to forward to the finance committee and county board for approval. All ayes. Motion carried.

Discuss Heating at Health Care Center: Mike Mauel, Automated Logic, Inc., addressed the committee regarding the heating at the Health Care Center. Mauel stated that he had been contacted by Craig Schwartz regarding heating concerns at the Health Care Center in regard to comfort and costly repairs to the system. Mauel stated that the system at the Health Care Center is a 100% pneumatic control system, and Schwartz had spoken with him about changing it out to a direct digital control system. All of the dampers and actuators would need to be changed at a cost of over \$100,000. Langlade County may be able to recoup their costs in 6-10 years. Information only at this time.

Discuss with KMC Entertainment Plans for Hosting Future Events at the Fairgrounds: Kevin Crawford addressed the committee regarding the event at the fairgrounds April 15-17, which will be sponsored by the Antigo Baseball Association. It will be a music festival and

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sport and hobby show. The committee expressed some concerns regarding the event, and a member of the Antigo Baseball Association was requested to attend the March meeting to address those concerns.

Update Committee on any Issues Regarding the Community Center: Nick Sanchez informed the committee that he will be meeting with members of the craft shop board on February 11. He is looking to have the craft shop metered, and if they are willing to pay their own utilities that they are more than welcome to stay. A member of the county board has been invited to attend the bi-monthly Boys and Girls Club board of director meetings, which are held the third Wednesday of the month at 5 p.m. For the time being, Sanchez will attend monthly Public Property Committee and county board meetings to address any questions that may arise. Sanchez also informed the committee that they still do not have working internet and all the phones lines had been pulled before they moved into the Community Center. Nonnenmacher stated that the committee requested that the T1 line be removed before the Boys and Girls Club took possession of the building.

Review Disposition of County Property listed on Community Center Property Inventory: Stowe informed the committee that since the ADRC has moved the meal site from the Community Center that there are certain items that they left behind and they have no use for. It was suggested to provide a list of these items to all departments so they could take any items that they might have a use for. The committee will decide on the disposition of all other items at the March committee meeting.

Review Disposition of Kilns at the Community Center: Stowe informed the committee that the kilns had been listed as items that would stay with the Community Center; and therefore become property of the Boys and Girls Club. Since that time the ceramics class has moved from the Community Center, and the ceramics instructor paid a \$25 donation to the Boys and Girls Club for the small kiln, which was moved to St. Hyacinth's/St. Mary's. The large kiln remains the property of the Boys and Girls Club, and they may offer a ceramics class for the students. Information only.

Approve Taking Funds from Contingency Fund to Purchase Telephones: Dispatch is in need of a replacement phone, and the county has not had to purchase any replacement phones so no money was budgeted for these expenses. The cost of a new phone is \$350, and the finance committee already approved funding from the contingency fund for this purpose. Motion by Benishek, seconded by Solin to approve taking \$350 from the contingency fund to purchase a replacement phone for dispatch. All ayes. Motion carried.

Discuss Sale of Dishwasher and Steamer from Jail: Stowe explained that this had been brought before both the Public Safety Committee and Public Property Committees previously and a price of \$1,000 to purchase both items had been agreed upon. The person who was willing to purchase the surplus property had agreed to the price sight unseen; but upon inspection of the dishwasher and steamer, requested that the price be lowered to \$750. After discussion, motion by Cahak, seconded by Zalewski to sell the dishwasher and steamer from the jail for \$750. All ayes. Motion carried.

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Discuss Setting Up Ad Hoc Committee to Promote Fairgrounds Usage: Stowe will draft a resolution to present to the county board in March regarding the establishment of an Ad Hoc Committee to study options of promoting the use of the fairgrounds. The resolution will suggest a timeline for recommendations to the Public Property Committee on how to better utilize and promote the fairgrounds.

Discuss New Locks for All County Buildings: Chairman Nonnenmacher stated that there are funds that could be carried forward to purchase new locks for all county buildings. The cost is approximately \$30,000. The committee stated the purchase of new locks should be a decision of the new supervisor so no decision was made on the purchase; but motion by Solin, seconded by Benishek to carry forward \$30,000 for this future purchase and to forward to the finance committee. All ayes. Motion carried.

Discuss Contracting Out the Cleaning of all County Mats: Cindy Brill and Tyler Jacobsen of Aramark Uniform Services made a presentation to the committee to, on a weekly basis, put in new mats at the Safety Building, Courthouse, Resource Center and Health Care Center. The cost would be \$6,130.28/year with a 3% increase every year thereafter. Currently the maintenance staff brings the mats back to the maintenance shop and power washes them. The committee stated that this is a decision that should be made by the new supervisor so no action was taken at this time.

Open Bids to Contract Out Cleaning at Health Care Center and Resource Center: The following bids to contract out the cleaning at the Health Care Center and Resource Center were received:

Trident Cleaning -	\$15.90/hr.
Kleen Mark, Inc. -	\$15.50/hr.
Irish Maid Janitorial -	\$15.65/hr.
Soft Touch Carpet & Upholstery Care LLC -	\$14.50/hr.
Crystal Clear Janitorial -	\$22.00/hr.
Antigo Building Maintenance LLC -	\$18.00/hr.

The two-year contract would run from April 1, 2011 to March 31, 2013. Motion by Benishek, seconded by Cahak to accept the low bid of Soft Touch Carpet & Upholstery Care LLC of \$14.50/hr. to clean the Health Care Center and the Resource Center and to forward a resolution to the county board. All ayes. Motion carried.

Discuss Fairgrounds Use Policy Fee Structure: Benishek stated that the policy needs to be enacted on a consistent basis. It is intended that the fairgrounds use policy and the fee structure will be reviewed by the Ad Hoc Committee. Information only.

Discuss Fairgrounds Monthly Oversight Report: The new supervisor will be requested to provide a monthly report on the fairgrounds.

Review Maintenance Projects: The report was reviewed.

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Review Budget Summary: The committee reviewed the maintenance department budget summary as of January 31, 2011. Motion by Solin, seconded by Zalewski to accept the budget summary. All ayes. Motion carried.

Review Comp Time: The committee reviewed the comp time balances. Motion by Solin, seconded by Zalewski to accept the comp time report. All ayes. Motion carried.

Department Bills: Monthly bills paid in January were reviewed. Motion by Solin, seconded by Zalewski to approve the bills. All ayes. Motion carried.

Next Meeting: The next regular meeting will be Monday, March 7 at 6:00 p.m., in the Wolf River Room, Resource Center.

At approximately 8:00 p.m. the Committee considered moving into closed session pursuant to Section 19.85(1)(c), Wis. Stats., considering employment, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; to consider promotional opportunity in maintenance department: Motion by Benishek, seconded by Cahak to move into closed session. Roll call vote: Cahak - aye, Zalewski - aye, Nonnenmacher - aye, Solin - aye, Benishek - aye. All ayes. Motion carried. Committee convened in closed session at 8:05 p.m. (Note: Robin Stowe, Nate Heuss and Jim Jansen attended this closed session portion of the meeting).

At approximately 8:20 p.m., the Committee returned to open session to take action on matters discussed in closed session. At approximately 8:25 p.m., the Committee considered moving into closed session pursuant to Section 19.85 (1)(e), Wis. Stats., for competitive and bargaining reasons to review the status of the lease with Antigo Stock Car, Inc.:

The Committee did not return to open session but continued in closed session to negotiate the terms of a revised lease agreement with the Antigo Stock Car, Inc. (Note: Robin Stowe, Jim Jansen and Antigo Stock Car board members attended this closed session portion of the meeting.)

At approximately 9:30 p.m., the Committee reconvened into open session with possible action taken on any matters discussed during closed session: Motion by Solin, seconded by Zalewski to return to open session. All ayes. Motion carried. The Committee returned to open session at 8:55 p.m.

Consider Modification to the Lease Terms as Requested by Antigo Stock Car, Inc.: The Committee reviewed the current status of this lease agreement. The lease is due to expire at the end of 2012. The Committee noted that the County Board's action to renew the lease in February of 2010 was conditioned upon the parties presenting an arrangement to maintain the detention pond that would be acceptable to the Board (Art. 6.F. of the Lease). Additionally, the Committee reviewed implementing additional requirements to avoid certain problems that have arisen over the past couple years.

Motion by Benishek, seconded by Zalewski to revise the existing lease as follows:

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Before each scheduled racing event, ASCI shall deposit the applicable rental fees with the County. As of the date of this revised Agreement, the rental fees are: Grandstand - \$400/day and Sound System - \$150/day.

Also to replace Article 6. F. relating to the operation and maintenance of the detention pond with the following language:

“The COUNTY shall be responsible to acquire the necessary equipment to operate and maintain the detention pond in accordance with the Operating and Maintenance Plan. From May through September of each year of this Lease, ASCI agrees to provide the manpower to operate the equipment supplied by the County and to monitor the pumping operation. ASCI will conduct the pumping operation according to the instructions of the Public Property Committee. ASCI will provide and install an elevation pole to monitor the water depth of the detention pond and report the results to the Public Property Committee on a regular basis. From October through April of each year of this Lease, the County shall be solely responsible to operate and maintain the detention pond.”

Consider Recommendations to the County Board regarding the Lease with Antigo Stock Car, Inc.: The revised Agreement will be presented to the County Board on February 15 for its review and approval. The Committee and ASCI will continue to negotiate a framework for a new Agreement which addresses all outstanding issues, including the process of designating Friday night racing dates during the lease term, the ability of other groups to use the racetrack to host other weekend events during the lease term, and the conditions for transferring ownership of certain racetrack improvements to the County.

Adjourn: Motion by Solin, seconded by Zalewski to adjourn at 10:05 p.m. All ayes. Motion carried. **THE MEETING WAS OVER 4 HOURS.**

Respectfully submitted,

Terry Poltrock
Recording Secretary