

## **Langlade County Public Property Committee Minutes**

**Date of Meeting:** January 3, 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, Tim Prunty, Roy Dieck, Tim Rusch, Rhonda Klement, Ora Monegar, Frank Sus, 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 Cahak, seconded by Benishek to approve the minutes of the December 6 and 21, 2010 meetings. All ayes. Motion carried.

**Discuss Barn Improvements:** Hansche stated that he had not heard back from anyone associated with the 4-H regarding a meeting to review additional improvements to the barn besides the planned roof replacement. Hansche would like to bid the project out in February and to open the bids in March. Hansche will contact Holup regarding setting up a meeting.

**Review Quotes for Air Balancing and Air Quality Study:** Hansche informed the committee that he had only one quote from Balco Balancing for \$2,500.00, which covers air handling unit 3 for the jail. Air handling in the jail was last balanced in 2006. Hansche will provide quotes for an industrial hygienist for the February meeting. A report by an industrial hygienist was last done in 2009. It was the decision of the committee to have Hansche procure more quotes for balancing and to review them at the February meeting and the quotes for an industrial hygienist.

**Forestry Garage:** Hansche stated that he will rebid out the forestry garage and have the bids to be opened at the February meeting. There is \$25,000 in the capital improvement plan for this project and any additional funds for the addition will come from the forest preservation fund.

**Meet with Representative of Automated Logic to discuss HVAC software and Energy Initiative for Jail and Health Care Center:** Mike Mauel of Automated Logic addressed the committee regarding an upgrade to the HVAC jail software to WebCtrl. The upgrade is needed because the software Langlade County has now is not going to be supported much longer as it was originally installed in 2002. The cost is \$3,575 for the upgrade. With this upgrade, the HVAC company will be able to connect to Langlade County's system via the Internet and fix many problems with the system, which will save having to pay travel time. Also, Automated Logic is recommended a service agreement with an energy initiative. Automated Logic would also tune-up the system when they did the energy initiative, which would cost approximately \$3,500. Motion by Benishek, seconded by Solin to approve the purchase of the WebCtrl software at a cost of \$3,575

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and to purchase the service agreement with energy initiative for approximately \$3,500 with funding to come from the HVAC account. All ayes. Motion carried.

**Review Plan for Maintenance of the Detention Pond:** Rusch reviewed his operating and maintenance plan for the detention pond which handles stormwater run-off from the racetrack. Rusch stated that ongoing monitoring is required to ensure the detention pond functions properly and does not discharge stormwater into the adjacent wetland. From April 1 through November 1, the pond should be monitored weekly, plus immediately after a rainfall event of greater than ½ inch. The water level should be checked and recorded on an inspection log sheet. Also, the condition of the berms, etc., shall be checked, looking for any sign of erosion, washouts, etc. The water level should be kept as low as possible to ensure maximum capacity to handle a large rainfall event. The primary method of water disposal will be to pump it away for other uses. The best and most efficient use of the water will be for use on the track for surface preparation and/or dust control. After that demand is satisfied, the water will need to be pumped to another location for infiltration. Currently, the first option for excess water is pumping to the existing pit in the track infield; this is not the desired long-term option as the County prefers to fill-in the pit in the track infield. Another option would be pumping and hauling to other county property, but a pump must be acquired. Should the County acquire additional land (or an irrigation/drainage easement) to the east of the detention pond, then this area could also be used to pump excess water from the pond. Also, an emergency disposal area should be identified and a plan to pump or haul water should be prepared. This would be implemented as a last-ditch effort to prevent overtopping the berm. One option for emergency situations would be to plug the drain at the track and pump the water back to the track/infield area. The south bay of the pond will overflow into the north bay when the water level reaches 1,499', and the pond will overflow at water level of 1,500'. In the event the water level reaches 1,499', the routine monitoring should be increased to include monitoring after any rainfall event. In the event the water level reaches 1,499.25', the monitoring should be increased to daily and the stormwater manhole at the track should be plugged to prevent any additional runoff from the track /infield area. In the event the water level reaches 1,499.50', emergency pumping and disposal plan shall be implemented. If any signs of erosion or washout of the berms is observed, immediate action should be implemented. It is likely that patching of the area with fill dirt, followed by topsoil and seeding, will prevent re-occurrence. If an area seems prone to erosion, installation of reinforcing soil mat or rip-rap should be considered.

Regular maintenance will be required to keep the detention pond operating as set forth in the Plan. On a yearly basis, preferably in August or September, the berms should be mowed as necessary to prevent the growth of trees or other large vegetation. Every three years, the accumulated clay should be removed from the pond. The cost to scrape the pond was approximately \$10,000. A procedure, such as, was used in 2010 (use of a long-reach backhoe to scrape and load the clay into trucks, and dumping it into a prepared storage/dewatering pit) may be employed, or an alternate plan may be devised.

On an annual basis, or more often as required, the Public Property Committee should review this plan to ensure that the goals for the detention pond are still appropriate, and that the operating and maintenance program are consistent with meeting the goals. The plan should be updated or changed as necessary.

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The Operation and Maintenance Plan will be submitted to the County Board for its review and approval. The committee must still determine who will be responsible to carry-out and bear the costs of operating and maintaining the detention pond; as this may cost may average \$3,000-\$4,000 per year.

Should the County Board determine that the County cannot afford to maintain the detention pond, then the remaining option would be to remove the red clay from the racetrack. It would cost approximately \$85,000 to remove the red clay from the racetrack plus additional costs depending upon where the clay will be hauled. Removing the red clay from the racetrack will require the County to apply for a stormwater permit with the DNR which addresses how stormwater will be handled during and after the red clay is removed. Addressing the stormwater after the red clay is removed will depend upon which type of surface remains at the racetrack. A flat, permeable surface would likely only require the establishment of a vegetated slope between the track and the wetland; or a sloped, impermeable racetrack surface (i.e., asphalt), would likely require a detention pond which is constructed up to current State standards. The current detention pond may or may not meet current State standards, as this pond is unregulated since it was not constructed pursuant to any State requirement. Should the County decide to remove the red clay, then federal funding is available through the targeted resource management grant since Spring Brook is listed by the federal government as an "impaired water". A grant application must be submitted prior to April with any grant award presented in the following year. By accepting the TRM grant, the County would then be required to meet federal standards for handling stormwater at the racetrack.

The committee will decide who will do the ongoing maintenance of the detention and who will pay for it at their next meeting. Rusch approximated that the annual costs for the maintenance of the detention would be \$3,000-\$4,000.

**At approximately 7:00p.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.**

Motion by Cahak, seconded by Zalewski. Roll call vote. All ayes. Motion carried.

At approximately 8:00 p.m., the Committee reconvened into open session. Motion by Zalewski, seconded by Cahak. All ayes. Motion carried.

The committee will meet with Antigo Stock Car, Inc., on January 12<sup>th</sup> to review items discussed in closed session and to make decisions so a resolution can be presented to the county board on January 18 regarding the maintenance of the detention pond.

**Discuss Fairgrounds Use Policy Fee Structure:** Motion by Benishek, seconded by Cahak to hold over until the February meeting.

**Approval for a Credit Card for the New Employee in the Maintenance Department:** The maintenance department is requesting a credit card with a limit of \$250 for Dewey Chrudimsky. Motion by Zalewski, seconded by Solin to approve a credit card with a limit of \$250 for Dewey Chrudimsky and to forward to the finance committee. All ayes. Motion carried.

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**Disposal of Two Water Trucks as Surplus Property:** The following bids were received for the two water trucks:

Krueger & Stienfest, Inc. – 1976 International Loadstar 1600 - \$541.00  
Howe Defender Model HR102 - \$548.00

Pomasl Fire Equipment - 1976 International Loadstar 1600 - \$426.00  
Howe Defender Model HR102 - \$201.00

Motion by Solin, seconded by Zalewski to accept the bids of Krueger & Stienfest, Inc., for the two water trucks. All ayes. Motion carried.

**Review Maintenance Projects:** There was no report.

**Review Budget Summary:** The committee reviewed the maintenance department budget summary as of December 31, 2010. Motion by Benishek, seconded by Cahak to accept the budget summary. All ayes. Motion carried.

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

**Department Bills:** Monthly bills paid in December were reviewed. Motion by Benishek, seconded by Cahak to approve the bills. All ayes. Motion carried.

**At approximately 8:10 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 review applications received for the position of Director of Facilities Management.** Motion by Cahak, seconded by Zalewski to move into closed session. Roll call vote: Cahak - aye, Zalewski - aye, Nonnenmacher - aye, Solin - aye, Benishek - aye. Motion carried.

**At approximately 9:30 p.m., the Committee returned to open session to take action on matters discussed in closed session.** Motion by Solin, seconded by Zalewski. All ayes. Motion carried. Roll call vote: Cahak - aye, Zalewski - aye, Nonnenmacher - aye, Solin - aye, Benishek - aye. Motion carried. After reviewing 32 applications received for the Director of Facilities Management position, the committee selected six candidates who will be offered an interview on January 19, 2011.

**Next Meeting:** The next regular meeting will be Monday, February 7 at 6:00 p.m., in the Wolf River Room, Resource Center. There will also be a meeting on Wednesday, January 12 at 4:00 p.m., to meet with Antigo Stock, Inc., and a meeting on Wednesday, January 19 to conduct interviews.

**Adjourn:** Motion by Cahak, seconded by Nonnenmacher to adjourn at 9:30 p.m. All ayes. Motion carried.

Respectfully submitted,

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Terry Poltrock  
Recording Secretary