

## Langlade County Public Property Committee Minutes

**Date of Meeting:** January 6, 2014 at 5:00 pm

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

**Members Present:** Chairman Robert Benishek, Vernon Cahak, Dave Solin, Jeff Zalewski and Doug Nonnenmacher

**Members Absent:**

**Others Present:** Nate Heuss, Robin Stowe, Bill Greening 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 December 2, 2013:** Motion by Vern Cahak to approve the previous minutes, Seconded by, Jeff Zalewski all ayes, Motion carried.
3. **Discuss Fairgrounds Promotional Committee's previous meeting minutes with questions if any:** The Committee was presented with a 2012-2013 Comparison Revenue Report. Robin Stowe explained that a budget has been created for the Fairgrounds and the revenues now go into those accounts. All of the new Policies and Procedures are now on the Langlade County website. Each member of this Committee and the Fairgrounds Promotional Committee will be given a complete set of all Policies and Procedures for the Fairgrounds.
4. **At approximately 5:15 p.m., consider moving into closed session pursuant to Sec. 19.85 (1)(e), Wis. Stats., to deliberate or negotiate the purchasing of properties, investing public funds, or conducting other public business whenever competitive or bargaining reasons require a closed session, to review a counter offer received on the McKenna warehouse located at 832 Edison Street:** Doug Nonnenmacher made a motion to proceed in closed session, Seconded by Vern Cahak, Roll Call Vote - Nonnenmacher aye, Cahak, aye, Benishek aye, Solin, aye, Zalewski aye. Committee proceeds in closed session at 5:17 p.m.
5. **At approximately 5:45 p.m. return to open session with action taken on any matters discussed in closed session.** At 5:45 p.m. a motion was made by Cahak to return to open session, Seconded by Nonnenmacher all ayes motion carried. Motion by Nonnenmacher to authorize Stowe to present a conditional offer to McKenna Real Properties, Inc. based upon the discussions made in closed session to acquire the McKenna Warehouse and allow 15 days for McKenna to reply to this conditional offer, Seconded by Zalewski, all ayes, Motion Carried. Sheriff Greening expressed concerns that these negotiations not be dragged out as

we need to address the County's needs for a secure evidence storage facility in a timely fashion.

6. **Update on items submitted for possible improvements that may qualify for funding under the MOU for distribution under gaming compacts between local Tribes and the State:** Stowe updates the Committee on the status of the requested improvements. A funding request from net gaming revenues was submitted on December 12<sup>th</sup>. At this time, Robin has not had a response to the request. Dave Solin stated he has had been contacted by Mole Lake and they are requesting signs be erected by the Langlade County Highway Department providing distance/direction to Mole Lake. They will pay for the signs and they will donate money for their services. The Tribe is also donating to certain ATV clubs.
7. **Review Status of Livestock Pavilion project:**
  - a. **Update from Fundraising Committee:** Stowe stated that the work on this project identified in the bid awarded by the County Board has been completed and that part of this project has been closed out. Additional projects, such as landscaping as approved by the County will be giving its own project identification and any funding that is raised for these additional projects will be assigned to specific project account ID's.
8. **Review Maintenance Projects/Monthly Report:** Heuss reviewed his report with the Committee for the month of December and was accepted. (See attached) Heuss will provide an overview of 2013 projects at the February meeting. The Committee commended Heuss on the energy efficiency projects, which were funded entirely by the grant and will save nearly \$20,000 per year in electricity. Heuss stressed the importance of being allowed to select and specify durable, commercial grade products for maximum value and longevity on county projects. Heuss has been asked to assist with designing a building and would like very clear direction from the Public Property Committee before investing the time.
9. **Approve Disposal of County Equipment:** None at this time.
10. **Review Budget Summary:** Committee Members received the Budget Summary for review.
11. **Verify Date of Next Meeting:** The next regular meeting will be Monday, February 3, 2014 at 5:00 pm at the Resource Center, Wolf River Room.
12. **Adjourn:** Motion by Zalewski, Seconded by Cahak to adjourn at 6:04 p.m., all ayes, Motion carried.

Respectfully submitted,

Pamela Jankowski  
Recording Secretary

# LANGLADE COUNTY MAINTENANCE DEPARTMENT

Fairgrounds - 1635 Neva Road, Antigo, Wisconsin 54409

Nate Heuss  
Director of Facilities Management

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January 6, 2014 – Public Property Committee Report

## 1. COMPLETED WORK

- SB / Jail: Pulled wires, mount & wire VFD's for hot & cold water circulating pumps, move victim witness coordinator office, clean smoke alarms, move desk and phone lines in kitchen, unplug jail sinks, hang bulletin boards in kitchen, replace difficult belt in Heat Recovery Unit, replace hot water valve.
- RC: Move desks and cabinets, filled nail holes, repair table at UW Extension office, and paint/clean carpet/finish windows in conservation office, replaced ballasts.
- HCC: pulled wires for controls project / installed dampers for vari-trane units, pulled wires, mounted & installed VFDs for gym / ADRC area, repaired emergency panel electrical issue, responded to 1 AM vaccine refrigerator alarm, temporary repair for weekend electrical failure (bad connection in breaker panel), replaced breaker and relocated breakers to get away from bad area in panel.
- CH: Repaired leak to 3<sup>rd</sup> floor toilet & replaced Register of Deeds ceiling tile, prepared courtroom for 6 day jury trial, assembled and set up new Christmas tree with lights.
- Fairgrounds: Assist Hockey with gas fryer issue, plow and remove snow, store squad car for Sheriff's Department.
- General: Plow snow, salt & shovel sidewalks for several snow events. Assist in loading lawn tractors sold at auction, change scraper blades on plow, change brushes on snowblower broom, repair heater fan on plow truck, paint trench drain covers for library, paint 10 new barricades for fair, repaired yard lights at Lily Highway Department site.
- Switched heat over to fuel oil at Courthouse, Safety Building, Health Care Center due to gas company directive (extreme cold). 1<sup>st</sup> time in at least 10 years.

## 2. ADMINISTRATION

- Construction Administration – Jack Lake Restrooms construction questions.
- Focus on Energy projects complete – will save \$19,500 / year in electricity.
- Coordinating HCC controls project.
- Fairgrounds Policies – CAD drawings of Fairgrounds buildings. Created inspection form.
- Antigo Community Church - ADRC Senior Center – Evaluation & Opinion of Costs
- Accessibility Study – beginning ADA study of County buildings.

## 3. FACILITY STATUS

- Livestock Pavilion
  - Possible use for camper & boat storage (waiting to hear).
  - 4H beef weigh in December 14.
- Health Care Center
  - HVAC Controls modernization nearing completion.
  - Moving 12 offices January 2014.
  - Installation of VFD / motorized dampers for gym area is complete.
- Courthouse
  - Assist DA office with moving Victim Witness Coordinator into former I.S. area.
- Safety Building
  - Waiting for direction on Impound Building (New or Existing).
  - 4 VFDs on heating/cooling pumps / Focus Incentives 2013.
    - Will save \$4,500 / year in electricity. Payback is 2 years.
- Resource Center
  - Completing interior drywall and painting in land conservation (new windows).