

AMENDED
Langlade County
Public Property Committee Minutes

Date of Meeting: November 5, 2012, at 6:15 pm

Place: Langlade County Resource Center – Wolf River Room

Members Present: Chairman Robert Benishek, Vernon Cahak, David Solin
Jeffrey Zalewski and Doug Nonnenmacher

Members Absent: None

Others Present: Robin Stowe, Nate Heuss, Dennis Klement, Rhonda Klement,
Adeline Hess, Shelli Hagerty, Ora Monegar, JP Remington and
Pam Jankowski

Call the Meeting to Order: The meeting was called to order by Chairman Robert Benishek at 6:15 p.m., in the Wolf River Room – Resource Center, Antigo and the Pledge of Allegiance was recited.

Approve/amend the minutes of the previous meeting held on October 1, 2012 and October 23, 2012 Motion to accept and approve the minutes from the October 1, 2012 and October 23, 2012 meetings by Vern Cahak, Seconded by Doug Nonnenmacher, all ayes, Motion carried.

Review Status of Projects:

- a. **Animal Barn:**
 1. **Update from Fundraising Committee:** No one present for an update.
 2. **Review project schedule for storage building (Barn):** See Maintenance report attached.
- b. **Health Care Center Generator – Review Bids** Nate Heuss stated that McNeil West submitted a bid of \$46,890 - North Central Mechanical bid \$46,955 and VanOoyens did not submit a bid. The difference between the 2 bids received is \$65, McNeil West will be awarded the contract. Motion to accept bid from McNeil West by Dave Solin, 2nd by Vern Cahak, all ayes, motion carried.
- c. **Discuss plexiglass cover for schoolhouse chalkboard** Heuss stated the materials for this project will cost approximately \$260. The Maintenance Staff will work on this project over the Winter. Phil Beck had previously stated that his Association would donate funds to this project. Motion by Cahak to split the cost of this project equally

between the Retired Teachers Association and the County. All ayes, Motion carried. Pam Jankowski to send letter to Phil Beck requesting donation.

Discuss Fairgrounds key policy: Heuss stated we need to have a key policy adopted by this Committee and submits a policy previously drafted by Robin Stowe. A \$25 fee will be assessed to users who lose their key with a maximum of \$250 if additional costs are incurred. This item to be put on Agenda for next month for approval.

Discuss Apartment Building parking at Resource Center: Heuss discussed the parking issues regarding the apartment building next to the Resource Center. Tenants can park on east side of Resource Center lot but not overnight. Heuss is requesting a policy be written designating hours and areas of parking. Stowe agreed to write policy and suggests getting together with the apartment property manager to discuss this. Stowe would like a map to show the property manager to better explain the issues. This item will be put on the Agenda for next month.

Review Maintenance Projects: Heuss presents his October Maintenance Report to the Committee, see attached. Cahak questions the Jack Lake Toilet Building project and whether there will be changing room facilities there. Heuss verified this is an upcoming project. Solin stated that there is a plan for changing rooms in the future. Solin asks for an update on the Probation and Parole remodel. Stowe reiterates what has already been discussed. Basically at this time they will not be any remodeling. Discussion presented regarding the Sheriff's storage building status. Stowe discussed what was previously stated in prior meetings regarding location and this has not been resolved yet. Stowe stated they would like to get this project started and they want it formally brought to the City for a decision. Motion to accept Maintenance Report by Solin, Seconded by Cahak, all ayes, motion carried.

Report from Fairgrounds Advisory Committee:

- a. **2013 Racing Dates for USAC** – Jeff Zalewski stated that Jerry Olsen from USAC has several dates he wants to schedule in 2013. Zalewski would like him to come to this Committee and explain his racing events. Zalewski will invite Jerry Olsen to discuss his events with the Committee.

Zalewski stated there are not any defibrillators in the Hockey Building. Heuss will purchase a unit with donation funds designated for the Fairgrounds. The Hockey Association would be willing to donate funds also. This item will be put on the next agenda to approve under Maintenance Projects Motion by Zalewski, Second by Solin, all ayes, motion carried.

Stowe stated that Mole Lake would like to make improvements to racetrack to accommodate "Off Road Racing". They would like to re-design the track and grounds to increase grandstand capacity and other improvements at their expense. Any and all work they would do would become the property of Langlade County. Stowe stated that Mole Lake would like to enter into a Memorandum of Understanding (MOU) giving approximately \$50,000 for 10 years towards Fairground improvements. This amount would be separate from the other major investments to the racetrack. This would be reviewed every 3 years to make sure all

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Benishek questions the issue of parking on the grounds if the grandstand is expanded Mole Lake has also expressed some ideas regarding parking issues.

Update on Stock Car Inc. improvements: Stowe provided the Committee with a copy of a resolution to acquire the racetrack improvements based upon the terms previously established by the Committee. Stowe also drafted an Agreement which would be used by the parties to transfer ownership of the specified improvements from ASCI to the County. If the parties are unable to reach an agreement, the specified improvements must be removed by December 1, 2012. Stowe advised the Committee that Mole Lake is willing to increase their donation to the amount of \$25,000 contingent upon the County reaching an agreement with ASCI on the remaining terms of an agreement to acquire the improvements. If the County would offer the direct payment of \$25,000 (from Mole Lake) and \$15,000 rental credit over the next three years, then a County Board resolution would not be required since no County funds will be used for this acquisition. The Committee members discussed having this matter be submitted to the County Board regardless of the terms of the offer. A motion was requested to amend the previous offer made by the Committee (as outlined in the draft resolution) to provide a \$25,000 direct payment to ASCI (from monies donated by Mole Lake). No one would make this motion. (The committee was not willing to increase the direct payment by \$5,000) After a brief recess, the Committee reconvened and a motion was made by Zalewski, seconded by Nonnenmacher to amend the previous action to \$15,000 in rental credits only for three years which would not obligate the County to any payments to ASCI. The rental credit in the amount of \$5,000 per year would be forfeited if not used and ASCI could only schedule races on open dates. Members of the Committee discussed submitting a resolution to the County Board. Although if this motion passes, this action would not require a resolution the Committee members understand that either the Committee or any individual Board member could bring a resolution to the Board for consideration. The present motion on the floor is to amend the previous offer to a \$20,000 direct payment (from Mole Lake) and \$15,000 in rental credit only for three years without any obligation to pay out the rental credit in the form of a monetary payment to ASCI. Solin and Cahak voted "no", Zalewski, Nonnenmacher and Benishek voting "aye", the motion passed 3-2. Ora advised the Committee that the Stock Car Board would be meeting on Tuesday at 6:30pm at North Star Lanes to consider the County's offer to acquire this property. Robin, Dave Solin and Doug Nonnenmacher will attend the meeting to present the County's offer. If the County's offer is not accepted, then the Committee renews its demand for ASCI to remove the specified improvements by December 1, 2012 or have this property deemed abandoned to the County. The Committee stressed to ASCI that they have been dealing with this issue for several months now and it is time for the parties to make a final decision and move on; either accept the County's offer to acquire these improvements or make the necessary arrangements to remove the improvements by December 1, 2012.

Follow up report on Youth Fair – Dennis Klement: Dennis Klement is present and complimented the Maintenance Department Staff for their friendly and accommodating response in helping out with the fair. Klement has a concern regarding the electricity surrounding the music tent. He would like to see more power and improvements there. He stated there were lots of compliments on the Cattle Barn and very few issues reported. Rhonda Klement stated the Fair Profit was approximately \$19,000. Rhonda stated that the Maintenance

Department put a door on north end of track and the lighting from the track lights sufficiently lit the parking area on North Avenue. She also stated the Carnival Employees said that we have one of the best Midways that they go to. Dennis stated that the 4-H Camp Susan roof is completed. They had \$36,000 budgeted and the work was completed under budget by \$9,000. Klement would like to complete a few more projects at Camp Susan in the future. Camp Susan is also in need of a new cooler that is used by renters.

The Fairgrounds provides the opportunity to camp on the grounds for a fee and they allow the Carnival Personnel and Vendors to rent these sites. A stove for the Food Stand was purchased by Keith Wilson at the Hospital Auction.

Approve Disposal of County Equipment:

- a. Request permission to sell remaining items from old phone system
- b. Request permission to sell AS400 Equipment
Benishek recited the phone system and AS400 equipment that is requested to be sold by Gary Olsen. Motion to sell this equipment by Nonnenmacher, Seconded by Solin all ayes, Motion carried.

Approve Office Equipment/Furniture Purchases: None at this time

Review Budget Summary: Committee Members reviewed the Budget Summary Report. Motion by Solin to approve this report, seconded by Zalewski, all ayes, motion carried.

Review and approve paid bills: Committee Members reviewed the Disbursement History Report for bills paid in October. Motion by Solin to approve this report, Seconded by Zalewski, all ayes, motion carried.

Next Meeting Date: The next regular meeting will be Monday, December 3, 2012 at 6:15 p.m. at the Resource Center – Wolf River Room. Heuss has requested a committee member to attend a bid opening at the Forestry Conference Room at 12:15 that day. Cahak will attend.

Adjourn: Motion by Solin, Seconded by Nonnenmacher to adjourn at 7:55 pm, 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

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

November 5, 2012 - Public Property Committee Report

1. COMPLETED WORK

- Fairgrounds: Winterize cattle barn, grandstands, horse barn, pits area (removed pump). Checked forestry garage door, installed new computer jack in forestry office. Setup / cleanup for gun show, stock car race, craft show, magic show, Oktoberfest, cattle barn event. Install panels, pull wires, coordinate electrical service / order materials for cattle barn. Installed new sign for Forestry. Constructed temporary partitions dividing restroom for stock car / craft show event, filled potholes by forestry garage, installed cattle barn lock cylinders, stripped & waxed floors / cleaned kitchen in multi-purpose building
- SB / Jail: unplugged jail plumbing, applied sealer to new masonry retaining wall, completed exterior painting, replaced exterior ballasts and lamps, repaired jail cameras, repaired drywall, replaced/repairs ceramic tile, coordinated masonry restoration.
- RC: Replace light fixture on sign, installed low temp heat tape on membrane roof, installed employee parking signage.
- HCC: Replace exterior light, make signs for NHC, check carpet, replace blower motor in cabinet heater, install handicapped parking signs, check all office carpet,
- CH: review parking lot light service for possible time clock, relocated keyboard tray for register of deeds, drilled holes for computer cable in treasurer's office, hauled approximately 30 old monitors (and some CPUs, keyboards) from Deeds and IS departments to recyclers, patched & painted damaged walls, hauled boxes from clerk of courts vault.
- General: Shredded confidential documents, replace airport exit light, solicit quotes for energy efficiency grant. Replace 2 ballasts, repair 2 wall packs at highway department. Installed snowblower on gravely tractor.

2. ADMINISTRATION

- Upcoming Architectural work: ADA audit 2013 / Library roof project 2013 / Sheriff Building 2013 / Jack Lake toilet building spring 2013 / Fairgrounds paving 2013.
- Energy Efficiency: Awarded \$25,000 Focus on Energy grant. Soliciting quotes to replace T12 lamps at highway department, CH vaults and HCC.
- Training: Dewey attended 2 days of training in boiler maintenance.

3. FACILITY STATUS

- Cattle Barn
 - Masonry, overhead doors, concrete pad installation is complete.
 - Electrical work proceeding as time permits. Landscaping work spring 2013. Weather vanes by NTC.
- Health Care Center
 - Air Conditioner Condensing Unit & Coil - installation is complete.
 - Emergency generator project - bids are in and within budget.
 - Automatic door & new south insulated aluminum doors are complete.
- Courthouse
 - Lighting efficiency improvements - vaults & mechanical room remaining.
- Safety Building
 - Approved floor plan for probation & parole. Working on construction cost estimate.
 - 7,350 S.F. Impound Building - construction next spring. Location pending City. *Need to confirm building site location so survey work can proceed.*
 - Masonry repairs to 1970 building in progress. Flashing added, brick replaced.
- Resource Center
 - Major HVAC improvements - out for bids.
 - Resolve parking by apartment residents.
- Fairgrounds
 - Hockey has the MP building for the winter.