

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

**Date of Meeting:** October 1, 2012, at 6:15 pm

**Place:** Langlade County Health Service Center Board Room

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

**Members Absent:** None

**Others Present:** Robin Stowe, Nate Heuss, Ora Monegar, Phil Beck 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 Board Room of the Langlade County Health Service Center, Antigo.

**Approve/amend the minutes of the previous meeting held on September 11, 2012:** Nathan Heuss would like to clarify the minutes from September 11, 2012 and amend them to read "Heuss submitted a conceptual plan that has been approved by the Department of Administration to the Committee" Clarifying these are not in fact STATE approved plans, instead approved by DOA. Motion to accept this amendment and approve the minutes from the September 11, 2012 meeting by Vern Cahak, Seconded by Doug Nonnenmacher, all ayes, Motion carried.

**Discuss School House at Fairgrounds – Phil Beck:** Phil Beck appears and is the President of the Langlade County Retired Educators Association. He stated they have approximately 100 members. Beck is requesting a 6' stepladder to be permanently kept in the School House for use by the members. Heuss stated the Maintenance Department will provide a stepladder in that building during fair time. Beck would also like to have the chalkboards preserved. He would like the handwriting that is on these boards to be covered with plexiglass to preserve the history of writings. Beck stated their Association does have funds to help with this expense. Heuss will get an estimate and will present the Committee with the figures at the next meeting. This project could be worked on over Winter by the maintenance staff. Jeff Zalewski mentioned the building needs to be painted and suggested the Educators Group may want to help with this.

**At approximately 6:20 p.m. consider moving into closed session for bargaining reasons pursuant to Wis. Stat. Sec 19.85 (1)(e) to negotiate the acquisition of certain racetrack improvements with representatives of the Antigo Stock Car Inc.** Doug Nonnenmacher makes a motion to move into closed session, seconded by Zalewski, Nonnenmacher aye, Zalewski aye, Cahak aye, Benishek aye, Solin aye. Motion carried. The Committee continued in closed session at 6:25 p.m.

**At approximately 7:14 p.m. return to open session with possible action taken on any matters discussed during closed session.** Motion to return to open session by Zalewski,

seconded by Solin, Nonnenmacher aye, Zalewski aye, Cahak aye, Benishek aye, Solin aye. Motion carried. The Committee continued in open session commencing at 7:14 p.m. Stowe stated that the County has attempted to negotiate a settlement with Antigo Stock Car but they cannot agree. October 24, 2012 at 6:15 p.m. a special Public Property Committee meeting will be held for Antigo Stock Car to submit their plan on whether they are going to remove their assets from Fairgrounds or agree on a settlement. Motion by Solin that if an agreement is reached by November 5, 2012 everything must be removed by December 1, 2012. Seconded by Zalewski, all ayes, motion carried.

**Discuss space needs for the Probation & Parole Offices:** Stowe stated the remodeling project previously discussed to expand Probation & Parole offices in the Safety Building by taking over the County Board room is not feasible. The County would not have an adequate return on their investment. Remodeling costs were to be paid over a five year period. The lease would need to be increased by 14% each year for that five year period. Bill Forbes from Probation & Parole is not willing to pay the increased rental rates and the remodeling costs. He would rather seek another venue to expand their offices. Forbes wanted competitive bids submitted and the County does not want to make contractors go through this process without a firm commitment that the work will become available. Since mid- summer their lease has been terminated so they are month to month tenants and will continue in that respect. The County is firm that it would cost approximately \$100,000 for the tentative improvements and they have the choice to go ahead and remodel or find another space. Forbes feels it in their best interest to find another venue at this time.

**Review terms for new lease with Probation and Parole:** As previously discussed, Probation & Parole does not have a current lease with the County, they are renting space on a month to month basis.

**Review Status of Projects:**

**Animal Barn:** Heuss stated the two overhead doors will soon be installed on the Barn. Spiegl is near completion under his contract. Chris DeGrave is donating his time on the decorative masonry and should be done by October 14<sup>th</sup>. Landscaping will be done by volunteers tentatively in Spring. Electrical is being worked on by the maintenance department. Temporary power will be available for the Barn Appreciation Dinner on the 14<sup>th</sup>. Ventilation work is not under contract yet and is pending funding.

**Update from Fundraising Committee:** No updates at this time.

**Review project schedule for cattle barn:** Discussed previously under "Animal Barn"

**Health Care Center Generator:** Heuss stated that this is going out for bids and will provide power for heating system, circulating pumps, exit lighting, vaccine refrigerator and a few outlets in the Health Department. Bids are due Oct 15<sup>th</sup>. Stowe stated that if the power goes out the County is responsible for replacing the value of the vaccine if it was ruined due to the power outage. Stowe will be checking with the insurance company to make sure this is covered under our policy. Vern Cahak will be present for bid opening on Oct 15<sup>th</sup> in the Forestry Department Conference room at 12:15 pm.

**Review Maintenance Projects:** Heuss briefly reviewed the Maintenance Projects with Committee. He advised that the County has been awarded a \$25,000 Focus on Energy Grant for energy efficiency projects. The City of Antigo is opposed to the impound building being located across from the Fire Department. The City would prefer a land swap and put the impound building out in the Industrial Park. Sheriff Greening is opposed to having this building located at the Industrial Park. The Committee accepts the attached Maintenance Report.

**Report from Fairgrounds Advisory Committee:** Jeff Zalewski, Chairman of the Fairgrounds Advisory Committee presented his report. Snowmobile races are scheduled for February 23, 2013. Zalewski has been contacted by USAC regarding stock car racing and wants to meet with him regarding future racing. A *Fairground Users Survey* is being worked on and will be available on-line and a paper copy will also be mailed with the User's Invoices. Terry Poltrock is directed to attach the survey with her itemized billing statement that she sends over to Finance for processing.

**Discuss planning the Appreciation Event for the Cattle Barn volunteers and donors:** Bob Benishek stated that hundreds of people will be in attendance. This is an invitation only dinner and invitations will be going out with requests for RSVP's. This event is planned for 2:00 pm on October 14, 2012 with dinner commencing at 3:00 p.m. Food, beverages and entertainment have been donated for this event. A meeting for the Event organizers is scheduled for Thursday, October 4, 2012 at the Forestry Office conference room. Nate Heuss will schedule a walk-thru with the Fire Department before this event.

**Approve Disposal of County Equipment:** None at this time.

**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 Cahak, all ayes, motion carried.

**Review and approve paid bills:** Committee Members reviewed the Disbursement History Report for bills paid in September. Motion by Solin to approve this report, seconded by Cahak, all ayes, motion carried.

**Next Meeting Date:** The next regular meeting will be Monday, November 5, 2012 at 6:15 p.m. at the Resource Center – Wolf River Room. A Special Meeting will be held on October 24, 2012 at 6:15 at the Resource Center – Wolf River Room – to discuss Antigo Stock Car Negotiations.

**Adjourn:** Motion by Cahak, 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

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October 1, 2012 – Public Property Committee Report

## 1. COMPLETED WORK

- Fairgrounds: Event preparation / cleanup for flea market, haul items from Health Dept. & set-up for kid's safety day; swept around cattle barn with tractor broom; cut up tree from wind storm; picked up masonry sills for cattle barn (Wausau); swept dirt from pavement around barn with tractor broom,
- SB / Jail: Masonry repairs, sealing new block retaining wall, exterior steel painting, clean smoke detectors, replaced jail cameras, adjust and clean ductwork, repair shower & toilets in jail, adjust air dampers.
- RC: Installed new underground drain tile for problem gutter downspout, installing new rooftop heat tape for problem area at south door, cleaned up back parking lot area. Moved furniture, installed drawer in a desk.
- HCC: 50 ton rooftop A/C unit replaced. Removed bushes / refurbishing landscaping at front entrance. Installed bark mulch on west side; assisted with new sliding door; reinstall cabinet heater in vestibule & relocate electrical items. Change ballasts & lamps in child support. Disconnect card reader / electric strike and reinstall them at new south doors.
- CH: Switched building system to heating, repaired lock on courtroom double doors, Pull cables & terminate/test jacks for clerk of courts office / small courtroom / large courtroom / vault / judges office / probate office.
- General: shredded confidential documents, inspect exit lights at Airport & order new, repaired overhead crane control box at Highway Shop, Order / Assemble flags for meeting rooms, check office lights for highway department, take fire extinguisher inspector around SB & HCC.

## 2. OPERATIONS & PROCEDURES

- Cattle Barn: Component submittal to State of WI. Coordinating masonry supplies.
- Design Work - Probation/ Parole: Produced takeoff cost estimate for this project. Waiting for further direction – hoping to get definite direction before investing more time.
- Upcoming Architectural work: ADA audit early 2013 / Library roof project 2013 / Sheriff Building 2013 / Jack Lake toilet building spring 2013 / Remodel LCSB lower level / New County Board meeting place.
- Energy Efficiency: Awarded \$25,000 Focus on Energy grant. New digital scroll 50 ton A/C condenser installed on HCC will have major energy savings.
- Assisting County Clerk w/ Properties inspection / assessment.
- Attended 3 days of LEAN training at NTC. Will conduct a LEAN exercise with staff.

## 3. ONGOING PROJECTS

- Cattle Barn
  - South canopy construction is complete. Staff will install lock cylinders. Masonry & 2 remaining overhead doors scheduled for install prior to Oct. 14. Staining exterior wood. Electrical work as time permits.
- Health Care Center
  - Air Conditioner Condensing Unit & Coil – installation nearly complete.
  - Emergency generator project bidding– Accept bids October 15. Need PPC member to attend.
  - Automatic door installed at NCHC east door / New south insulated aluminum doors are in place.
  - Parking lot sealcoating, crackfilling, striping is 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. Met 9-27-12 with Mark Desotell and Bill Greening.
  - Masonry repairs to begin early October.
- Resource Center
  - Major HVAC system work – bid documents in progress.
  - Pavement patching and sealcoating is complete.
- Fairgrounds
  - Gun show October 5-7, Stock Car Race & Oktoberfest 10/13, barn event 10/14
  - Major paving project 2013.