

Langlade County Public Property Committee Minutes

Date of Meeting: October 3, 2011; 6:15 p.m.

Place: Wolf River Room, Resource Center

Members Present: Chairman Douglas Nonnenmacher, Vernon Cahak, David Solin, and Jeffrey Zalewski

Members Absent: Robert Benishek

Others Present: Robin Stowe, Nate Heuss, Don Schroeder, Ted Smith, Ora Monegar, Frank Sus, Brad Henricks, Holly Luerrsens, Jim Findlay, Nick Salm, and Terry Poltrock

The meeting was called to order by Chairman Nonnenmacher at 6:15 p.m., in the Wolf River Room, Resource Center. Motion by Cahak, seconded by Solin to approve the minutes of the August 31 and September 6, 2011 meetings. All ayes. Motion carried.

Proposed Changes to the USDA Forest Service Rental Agreement for Office Space in the Resource Center: Information was provided to the committee regarding an office space change for the USDA Forest Service due to budgetary constraints. The solution that Olsen offered was for Brad Henricks, Emergency Management Director, and Paul Sweeney of the USDA Forest Service to switch offices. Mr. Sweeney's current office is 182.25 sq. ft. and Henrick's office is 121.50 sq. ft. The County would be losing approximately \$3,000 per year in rent revenue, but this would be better than losing the full amount. In 2012, the USDA would have paid \$9,119.76 in rent and under the new agreement would pay \$6,254.88. Motion by Solin, seconded by Zalewski to accept the revised rental agreement with the USDA Forest Service. All ayes. Motion carried.

Review Status of Projects – Cattle Barn: At the September 28 meeting the committee decided to proceed with Concept B with a total cost not to exceed \$330,000 and to forward to the Finance Committee and the county board for approval. Heuss will be working to verify the cost for the project. Stowe contacted Marie Graupner, Northcentral Regional Planning Commission, Chris Berry, and representatives from the 4H program regarding additional funding sources. Graupner will contact DATCP to have an engineer contact Heuss regarding manure storage. If the cost cannot be verified in time for the October county board meeting, the resolution for county board approval will be brought to the November meeting.

Forestry Garage: Heuss informed the committee that the project is complete except for paving near the garage and the Highway Department should have this completed on Friday if their schedule allows.

Multi-purpose Building Insulation Project: There are still some unfinished items. Heuss will schedule a meeting with Randy Decker, a public property committee member, and someone

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from the hockey association to review the project, clarify what remains, and agree on close out to the project. Work will need to be completed soon as Hockey moves into the building later this month.

Paving at east Health Care Center Parking Lot: Heuss stated that Northeast Asphalt has completed the paving and striping of the lot. Krueger and Stienfest is working to complete the landscape restoration. The restructuring of the parking lot seems to be working well, and a canopy extension will not be necessary at this time.

Review Proposals for Snowblower: Heuss informed the committee that he reviewed the following snowblower proposals:

Quinlan’s Equipment – Hustler 3700 -	\$37,032.50
Riesterer & Schnell – John Deere X720 -	\$19,208.00
Fuller Sales & Service – Gravely Pro-Master 260M -	\$14,360.27

Heuss stated that he and the maintenance staff believe that the Gravely Pro-Master 260M from Fuller Sales & Service at a cost of \$14,360.27 would meet the needs of the department. Heuss would also like to purchase a cab heater for approximately \$250.00. Heuss reminded the committee that he is requesting to use funding from the scissorlift that was budgeted for in the capital improvement plan. Motion by Cahak, seconded by Nonnenmacher to accept the low proposal of Fuller Sales & Service plus the cost of a cabinet heater not to exceed \$15,000 and to forward a resolution to the county board. All ayes. Motion carried.

Discuss Lock Cylinder Replacement Project: Heuss stated that he would like to bid out the lock cylinders for the Courthouse, Resource Center, and Health Care Center. The cost would be approximately \$5,000. At the Courthouse, all lock cylinders would be changed, exterior and interior. At the Resource Center and Health Care Center, only exterior lock cylinders would be changed. The computer programming of the card entry system will be done on Wednesday. The lock cylinders will not be changed until it is known that the card access is working and has no problems. Motion by Solin, seconded by Zalewski to proceed with bidding out the lock cylinder replacement project for the Courthouse, Resource Center, and Health Care Center. All ayes. Motion carried.

Review Uniform/Mop Service Proposals: Heuss informed the committee that he received 4 proposals ranging from \$2,600 - \$3,000 for uniform and mop service. The current contract with ITU expires in December 2011. Heuss proposes accepting the low quote of GK Services of \$46.75 per week (approximately \$2,578 per year), which also eliminates damage fees (\$300 last year). ITU’s quote was \$53 per week (approximately \$3,081 per year). Motion by Solin, seconded by Zalewski to accept the low quote of GK Services for uniforms and dust mops at a cost of \$2,578/year. All ayes. Motion carried.

Discuss Land Trade for Property north of Health Care Center: Heuss informed the committee that Tlusty has shifted the property lines as necessary to allow an equal acreage land swap between Langlade County and Jim Findlay. Stowe will take care of the quit claim deeds

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and the resolution for county board. Motion by Zalewski, seconded by Solin to approve the land swap and to forward a resolution to county board for approval. All ayes. Motion carried.

Review Maintenance Projects: Heuss reported that the Health Care Center waiting area/board room carpet has been cleaned. The house at Jack Lake is being re-roofed. A wall was added between the ADRC videoconference room and kitchen. The 935 JD snowblower has been repaired and is being stored in the commercial building for sale. Completed shredding of over 100 boxes. Boiler and furnace start-ups have been completed. The LED exit light installation at the Health Care Center has been completed. The maintenance staff will assist with new phone system installation as needed. The Maintenance Department is looking for a 1 ton pickup truck to have set up with a new dump box. Northwoods Flooring will be proceeding with the carpet installation at the Health Care Center shortly. The main entrance door at the Courthouse has been replaced. “No Concealed Weapons” signs have been ordered for the courthouse. Masonry repairs are needed to the exterior brick at the Safety Building and a 2nd quote is being obtained. A bid package and a cost estimate for the re-roof project (main lodge and Dorm B) and structural repairs at Camp Susan were provided to Mike Parizek. Costs estimates are \$45,600 for standard metal roofing or \$51,400 for concealed fastener roofing. Maintenance staff will assist with minor electrical work in the restrooms and main lodge at Camp Susan.

Consider Posting Buildings and Grounds as Prohibiting Weapons under the New Conceal Carry Law: Stowe stated that at the County Board meeting on September 20 that he was requested to provide a definition for knife. Stowe stated that switchblades are illegal; however the statutes do not further delineate what type of knife is considered a weapon for the purposes of this regulation. It was discussed if a folding pocket knife would be acceptable as many county board members carry pocket knives. After discussion, motion by Solin, seconded by Zalewski to allow pocket knives with a 3” blade or less. All ayes. Motion carried.

Other Matters: Stowe stated that in speaking with Heuss two changes should be made to the Purchasing Policy. First, when the legislature changed the prevailing wage rate, they eliminated the ability to grant preference based upon geographic location and therefore the “Buy Local” language in the purchasing policy can no longer be used. Secondly, the purchasing policy requires the appointment of an independent project manager for capital improvement projects over \$250,000. With the advent of Langlade County hiring an architect, this language would no longer be necessary since the Committee has assigned these duties to the Director of Facilities Management position. These revisions to the Purchasing Policy will be discussed at the November meeting.

Consider Referral of Resolution #69-2011 regarding the Termination of the Lease with Antigo Stock Car, Inc.: Stowe stated that this resolution sponsored by Supervisor Klimoski was referred to the committee by the County Board with the directive to report its findings back to the Board by the November 15th meeting. Stowe indicated that Supervisor Klimoski had raised questions regarding the status of the Lease during a meeting on September 8th. Stowe attempted to find answers to these questions which included an explanation of why races are not being conducted as scheduled and whether the Association has fully performed its responsibilities under the Lease and the Fairgrounds Policy, including the payment of all bills

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within 30 days of receipt. Based upon the information available at that time, it appeared that grounds existed to either terminate the existing Lease or otherwise revoke the Association's right to use the fairgrounds. However, based upon information subsequently supplied by the Committee Chairman during the County Board meeting, each of these grounds may be refuted. For example, the resolution stated that no racing was held at the fairgrounds since July 22 and that little or no notice was given of cancellation. Most of the races were cancelled due to weather or equipment problems, and advance notice was provided to the Committee Chairman. Regarding the concerns that the County is losing out on rental income due to these cancellations, it was noted that the Fairgrounds Ad Hoc Committee is requesting that a non-refundable deposit will be required for such events in the future, and be applied to the cost of the rental. If the event is not held, the Lessee will forfeit the deposit. The resolution also stated that Antigo Stock car had an outstanding balance. The balance owed was paid by the time the county board meeting (Sept. 20) was held and was paid within the 30 day window for paying invoices, as the Association did not receive the bill from the Finance Department until August 22. There was also a question if Antigo Stock Car had been monitoring the detention pond and logging the water levels. The Committee discovered that the plan for the County to make available a log book at the fairgrounds which the Association would use to record water levels on a regular basis was not put in place. Stowe reminded the Committee that the Operations Plan for the detention pond requires that the water levels for the pond be monitored and recorded on a regular basis; and that a log book should be provided for Antigo Stock Car's use.

Stowe stated that even though Antigo Stock Car has a lease with Langlade County that they must also comply with the fairgrounds use policy. The Committee discussed whether grounds existed for terminating the Lease at this time. The Committee decided that for the most part there was compliance with both the lease and the fairgrounds use policy. Motion by Solin, seconded by Nonnenmacher to honor the lease with Antigo Stock Car through 2012 with clarifications. All ayes. Motion carried. The Committee will report its findings to the County Board at its next meeting.

Antigo Stock Car Update – Discuss Appraisal of Racetrack Improvements: Stowe reminded the committee that the Committee and the Antigo Stock Car board previously agreed to pay for ½ of the appraisal and would be willing to use that as a starting point for a discussion. Duke Packard will be doing the appraisal at a cost not to exceed \$300. Packard would provide an appraisal based upon different valuation methods, such as the value of the improvements in place and the value at auction. Nonnenmacher, Packard and an Antigo Stock Car appointee (Ted Smith and Mike Seubert) will meet to appraise the items: the guard rails and posts, cement barriers, weight scale, racetrack light fixtures, wheel fence and pipe. Those involved will try to arrange a date for the appraisal as soon as possible. After the appraisal, Committee and the Association will need to discuss whether the County is interested in acquiring these improvements at a certain price in lieu of rent, whether the Association would be given rental credit for part or all of the costs of the improvements; and if the parties cannot agree on a value - then a plan will be developed to remove the improvements by a certain date.

Consider Proposal to Construct a ¼ Mile Race Track: Stowe stated that before any work on the track commences there will need to be county board approval of a construction plan and a new lease agreement with Antigo Stock Car, proof that Antigo Stock Car has the financial

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wherewithal to proceed and that there would be no cost to Langlade County. Also, a stormwater permit is required and the cost is \$3,000-\$4,000 and it takes approximately 6 weeks to receive the permit. The new billboards proposed to be placed along the track will also need county board approval through the new lease. Monegar stated that they would not be looking to proceed with this project until 2012. With one year remaining on the existing lease, the main issue is how much rental credit the County Board may be willing to provide to the Association for the previous improvements and for the new construction of a ¼ mile race track.

Review Status of VIP Building: Last month, Antigo Stock Car stated that at a cost of approximately \$98,000 that they would not be interested in remodeling the VIP building into a kitchen facility as the cost is too prohibitive. Options for the building were discussed. Heuss will contact the Highway Department for a price to demolish the building. He will also solicit quotes from local contractors.

Fairgrounds Ad Hoc Committee Report: Zalewski stated that the committee had completed the duties that had been assigned. In examining the current oversight structure for the fairgrounds, it is important to note that the County does not have any individual or committee whose specific responsibility is to promote the fairgrounds. To summarize the findings and recommendations of its report, the Ad Hoc committee recommends that a new committee be created to oversee the fairgrounds, which would include promoting the fairgrounds. The committee felt that a promotional brochure as well as a marketing plan would likely result in increased utilization of the fairgrounds. The committee also examined the fairgrounds annual budget. The committee also recommends reducing fees. Zalewski stated that as the report had just been completed and the committee members were not given an opportunity to review it that this item be held over and discussed in more detail at the November meeting.

Discuss Request from Courthouse Employees to have Antigo Building Maintenance Lock the Courthouse at the end of the Work Day: Employees at the Courthouse have decided to stay with the current practice of departments taking turns locking the Courthouse at the end of the day.

Review Budget Summary: The committee reviewed the maintenance department budget summary as of September 30, 2011. Motion by Solin, seconded by Zalewski to accept the budget summary. All ayes. Motion carried.

Department Bills: Monthly bills paid in September 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, November 7 at 6:15 p.m., in the Wolf River Room, Resource Center.

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Adjourn: Motion by Zalewski, seconded by Nonnenmacher to adjourn at 8:08 p.m. All ayes.
Motion carried.

Respectfully submitted,

Terry Poltrock
Recording Secretary