

Langlade County Public Property Committee Minutes

Date of Meeting: October 6, 2014 at 5:00 pm

Place: Resource Center – Wolf River Room

Members Present: Chairman Robert Benishek, Doug Nonnenmacher, Larry Poltrock, Dave Solin, and Sam Hardin.

Members Absent:

Others Present: Robin Stowe, Phil Beck, Drew Kelly, Nate Heuss, 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 September 8, 2014 and September 16, 2014:** Motion by Larry Poltrock, to approve the previous minutes, Seconded by Doug Nonnenmacher, all ayes, Motion carried.
3. **Discuss Fairgrounds Promotional Committee’s previous meeting with questions if any:**
 - a. **Dump Station:** Bob Benishek stated that \$5,000 is set aside from Fairgrounds revenue for the dump station project. This is a possible project for the Spring of 2015. Heuss is checking with the City regarding the charges for City sewer.
 - b. **Overnight RV Parking:** Benishek presented the idea of overnight RV parking. He has done some research with RV owners and this seems to be an idea they would like to see happen at the Fairgrounds. Phil Beck feels the Fairgrounds does not have adequate facilities, i.e., restrooms and showers. Benishek stated that these RVs are self contained and they wouldn’t even need any facilities. This may be more of a “rest” stop overnight type of camping when events are not taking place on the grounds.

Fairgrounds Promotional Committee’s minutes regarding the School house read aloud by Benishek.

4. **Review Operating & Maintenance Plan for Fairgrounds Track Runoff Retentions:** Heuss reviews the 2011 Retention Pond plan with the Committee. The clay has not been removed since 2010 and according to the plan it should be removed every 3 years. The pond is being monitored and clay will be removed in 2015. The approximate cost is \$3-5,000 to have this clay removed. Heuss is concerned about having an emergency disposal area if the pond fills to capacity.

5. **Review Maintenance Projects/Monthly Report:** Nate Heuss submitted his report to the Committee for the month of September. (See attached)

- a. **Impound Building Renovations:** The building is cleaned out - work pending State Plan review completion. Building is approved for unheated storage and work can begin.
- b. **Clerk of Court Security Glass Project:** On site work to commence mid October.
- c. **Courthouse parking lot seal coating and restriping:** Completed – Employee parking area in use.
- d. **Memorial bench on Courthouse grounds:** This is assembled - waiting for concrete pad to be poured.
- e. **Update Fairgrounds Trees:** Red and white pine trees have been planted.
- f. **School House:** Heuss met with Gary Whitman, a member of the Retired Educators Association, and looked over the roof and siding. Heuss prefers to reside the building with new siding having an authentic appearance. Whitman would like pieces of the siding replaced and repainted. Benishek states the County owns this building and a long term repair would be the most feasible and cost effective. No action taken.

Airport: Heuss stated there is a masonry wall at the Airport that has been leaking for some time. The wall was constructed without window sill or wall flashing. Because of this, any water that gets in cracks in the wall has nowhere to go. The masonry wall needs to be tuck pointed and water proofed on the outside of the block. Heuss to obtain quotes, this item will be put on the next agenda. The project costs may be able to be shared with the State.

Fairgrounds: Benishek discussed the idea of hiring someone on a commission basis to promote the Fairgrounds. This is for marketing purposes only and will be discussed at upcoming meetings.

Lawn Mowing: Lawn mowing work was done by the Maintenance Staff during the month of September. The Summer LTE that usually does this until the end of mowing season had to quit early for medical reasons.

Purchasing a plow for the 2011 pickup truck was discussed. This item will be put on the next agenda.

6. **Approve Disposal of County Equipment:** Pam Jankowski presented a list of County property to be sold on the Public Surplus Auction site. The Committee approved selling these items. Motion by Solin, 2nd by Poltrock all ayes motion carried.

7. **Review Budget Summary:** Committee Members received the Budget Summary for review.
8. **Verify Date of Next Meeting:** The next regular meeting will be November 3, 2014 at 5:00 p.m. at the Resource Center, Wolf River Room.
9. **Adjourn:** Motion by Doug Nonnenmacher, Seconded by Sam Hardin to adjourn at 5:54 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

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

October 6, 2014 – Public Property Committee Report

1. COMPLETED WORK

- SB / Jail: Clean up yard behind impound building, construct railing, clean garbage out of SRT room, paint "J" block in jail, replace jail urinal flush valve, replace hot water actuators in heating system, unplug jail sinks, move desk & file cabinets from SRT room to fairground for auction. Disconnect power at impound building for demolition purposes, install computer switch in jail, connect fiber optic cable to switches. Clean out construction dumpster full of garbage / debris from impound building.
- RC: Clean A/C units, repair clogged sink, hang bulletin board in Red River room, take pallets to RC for landscape rock, make coat hanger for extension office, repair lights, repair heating system computer connection (locate problem and repair), haul pallets of landscape rock to fairgrounds for sale.
- HCC: Paint trim around 2 south doors, change lamp in canopy fixture, assist with install of new door.
- CH: Order/install baby changing station in restroom, repair heater, rehang light fixture in small courtroom, haul away dead maple tree.
- Fairgrounds: Winterize livestock pavilion drain, drag horse arena, weed whip around horse arena, repair clogged urinal at Multi Purpose Building, setup for kids' safety day, set up clover room for insurance meeting, setup & cleanup for gun show, clean grease in MP kitchen, remove window air conditioner, clean up dead trees & trimmed tree limbs, repair door closer on MPB, clean showers in MPB,
- General: Mow lawns in LTE absence, locate truck for purchase, locate lift gate for truck, mount and wire new flood lights at Highway Department asphalt plant, locate fiber optic for digger's hotline, mark concrete tripping hazards around county buildings and schedule concrete shaving, haul & shred paper, had dump box repaired.

2. ADMINISTRATION

- Impound Building – Out for plan review October 6. Cleanup / some work has been completed. Begin work pending review completion.
- Accessibility Study Draft – Complete ADA study of County buildings as schedule permits.
- Jack Lake Beach Shelter 2015 – Design Development this fall.
- Clerk of Courts Counter on site work will start mid October.
- Horse Barn: Cost study for H&P project (New or repair existing). Schedule permitting.
- Electrical Worker Retirement – June 2016. Lawn mowing LTE's both gone. LTE assisting with carpentry work.
- Uniform Contract up for renewal – getting competitive proposals.
- Inspection of sidewalk for tripping hazards - Concrete Shaving scheduled.
- New Pickup Truck purchased. Request to add plow before winter.
 - \$25,000 in C.I.P. - \$16,570.50 purchase price & \$2,332.93 lift gate = \$6,096.57
 - \$5,800 for 9' Boss V-Plow (\$19,500 in C.I.P. for 2015).
- WPS evaluation of Fairgrounds for emergency power restoration staging area

3. FACILITY STATUS

- Safety Building
 - Impound Building Renovations – pending state approval. Maintenance has started demolition work & cleanup.
- Fairgrounds
 - Trees: Red pine and white pine have been planted.
- Resource Center
 - Replacing stone with landscape block.
- Courthouse
 - Parking lot / employee parking area in use.

- o Memorial bench assembled. Waiting for concrete pour & plaque.
- Health Care Center
 - o Adding automatic operators to Veterans' area doors.
 - o Replacing Vinyl tile in DD lunch room area.
- Airport
 - o Caulking of wall at water leak area. Replaced carpet in water area with ceramic tile.