

Langlade County Public Property Committee Minutes

Date of Meeting: September 11, at 6:15 pm

Place: Wood Technology Building

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, Don Schroeder, Dennis
Mattmiller, Sheriff William Greening, Ronn Krueger, Chris
Quade, Tom VanZile, Mark Dodge, Adam Igl, John Nagel and
Pam Jankowski.

The meeting was called to order by Chairman Robert Benishek at 6:15 p.m., in the Conference Room in the Wood Technology Building, Antigo. Motion to approve the minutes from the August 6, 2012 meeting by Vern Cahak, Seconded by Jeff Zalewski, all ayes, Motion carried.

Discuss Fairgrounds Keys and Inventory: Due to an individual that was found to be in unauthorized possession of fairgrounds padlock keys and certain building keys, the Committee previously requested a recommendation for action to better secure the fairgrounds. Nate Heuss recommends replacement of approximately 18 padlocks and approximately five lock cylinders on three buildings. Cost of padlocks, cylinders and new keys is approximately \$500. Ronn Krueger donated \$200 towards this cost. Heuss has the authority to proceed with the recommended course of action and will proceed.

Discuss Forestry Department Signs: Bob Benishek stated that due to confusion about the location of the Forestry Building, the County should have highly visible signs directing the public to the Forestry Department. Steve Jackson from the Forestry Department previously contacted the Maintenance Department regarding the Agenda Item and was unaware of signs needed. The Committee directed Heuss to contact Forestry and install signs at appropriate locations.

Discuss referral from County Board regarding applying the costs of improvements to detention pond to the value of racetrack improvements: During the County Board meeting on August 21, 2012, a referral was made to the Public Property Committee to include the costs incurred by the County in repairing and improving the detention pond in any negotiations with the Stock Car Association regarding the improvements they made to the racetrack. Robin provided the Committee and the Stock Car Association President with a copy of a spreadsheet which itemized the costs incurred by Langlade County dating back to 2010 for a total amount of \$37,673.06. Robin also advised the Committee that when the County Board approved the funding for these repairs and improvements to the detention pond, the County Board directed the

Committee to recover all these expenses from increased fairgrounds revenues or directly from the Stock Car Association. To date, the Committee has not collected these costs using either method.

The Stock Car Association President voiced concerns that the Lease Agreement did not require the Association to pay for these costs and it is not fair to now ask the Association to pay for these costs two years later. Robin reminded the Committee that dating back to 2010, the parties were renegotiating the Agreement and could not reach an agreement on the responsibilities to maintain the detention pond; however the Committee repeatedly advised the Association of its responsibilities and indicated that to the extent the County took on any of these responsibilities then it was the Committee's intent to recover these costs from the Association (such as having to purchase a pump for the detention pond because the Association no longer possessed a pump of their own).

Robin reviewed the options for these improvements which included allowing the Association to remove the improvements by a certain date as long as the Committee approves a plan for removal. However, the Fairgrounds Advisory Committee has recommended that the County keep this equipment in place, as current (and future) users of the racetrack need this equipment to remain in place in order to host various events at the fairgrounds. Although the Lease Agreement states that the following equipment shall become property of the ASCI: guard rails and posts, cement barriers, weigh scale, racetrack light fixtures, wheel fence and pipe, the parties have not reached an agreement to address the process by which either the County or the Association may take possession of the improvements after the Agreement is terminated or expires. The parties have been negotiating the status of these improvements since June and it is important that the matter be resolved as soon as practicable as we anticipate requests to be submitted soon to schedule racing events at the fairgrounds for the 2013 racing season.

Although the parties have not agreed to a value of improvements, the parties did agree to have this equipment appraised. The appraised value using different methods of valuations indicate a range from \$37, 865 to \$82,545. The Committee acknowledges that the Association has presented a number of options to acquire the equipment; however the Committee has determined that none of the options presented by the Association are feasible. The County recently advertised to see if any racing event organizers may be willing to assist the County is acquiring this equipment. Robin reported that total contributions of \$20,000 may be available.

Since the Committee has yet to present the Association with an offer, Robin emphasized the importance of presenting a final offer to the Association. Robin provided an outline of a proposed final offer: 1) monetary contribution (\$20,000); 2) satisfaction of debts (\$37,673.06); and 3) rent-free use of fairgrounds subject to availability for a period of time (2 years). An offer like this one fits squarely in the middle of the range of appraised value for this equipment. The Committee discussed the terms of a final offer and expressed concerns about rent free use of the racetrack may conflict with other racing schedules, and that such rent free use would only apply to rental rates and not required deposits and maintenance fees.

The Committee authorized two Committee representatives (Bob Benishek and Jeff Zalewski) to meet with Robin to come up with a final offer ,and options to resolve acquisition or removal of this equipment , and then meet with representatives of the Antigo Stock Car and report back to the Committee on October 1st. The proposed meeting is agreeable to Monegar and is to be scheduled as soon as possible.

Discuss racetrack proposal – Chris Quade: Chris Quade, General Manager of Mole Lake Casino, and Tom Vanzile present to discuss Racetrack Proposal. Since the status of racetrack improvements has not yet been resolved, Quade and Vanzile would prefer not to present their proposal at this time. Quade and Vanzile stated that they do wish to return and present a proposal once the situation is resolved. The Committee thanked them for coming and accepted their decision.

PSI Concrete to present discussion about Safety Building Concrete bids: PSI is not represented here today. No discussion presented.

Approve Fairgrounds proposal to have Wi-Fi installed by Cirrinity: Mark Dodge and Adam Igl from Cirrinity addressed this item. Dodge explained to the Committee that there would be no cost to the County to have Wi-Fi installed at the Fairgrounds. Cirrinity is only asking to be recognized as the Internet provider on the grounds in any advertising or brochures. Robin Stowe is to draft an agreement with Cirrinity. Motion to allow Cirrinity to install Wi-Fi at the Fairgrounds by Doug Nonnenmacher, Seconded by Zalewski, all ayes, motion carried.

Discuss space needs for the Probation & Parole Offices: Nate Heuss has been working with Probation & Parole to develop a floor plan that utilizes the existing County Board room space. Heuss distributed State approved plans to Committee members. Preliminary cost estimate range for the remodel is estimated at \$100,000 - \$135,000. The Victim Witness Coordinator's office would need to be relocated with the present plan. Heuss presented a conceptual plan for remodeling a space in the Resource Center for the Sheriff's training room. Motion to approve the Safety Building alteration plans by Solin, Seconded by Nonnenmacher, all ayes, motion carried.

Review terms for new lease with Probation and Parole: Stowe stated that the lease with Probation and Parole would be a 5 year payment plan. The parties have yet to negotiate rental rates, however the State has agreed to repay remodeling costs over the lease term with interest. The Committee expressed concerns about the amount of return on its investment for this project if additional rental revenues are estimated at only \$17,000 per year. The Committee anticipated a much higher rate of return. Robin will be working with Gary Olsen to develop increased rental rates which represent an acceptable rate of return for giving up this space in the Safety Building, the costs to remodel this space, and to recognize that by giving up this space, the County will need to remodel other facilities for the Sheriff, County Board and Victim Witness Coordinator.

Review Status of Projects:

Animal Barn: Bob Benishek stated the new livestock building is to be officially "Named" by the 4-H Clubs.

Update from Fundraising Committee: Don Schroeder stated that approximately \$60,000 is needed to complete the Barn Project. All expenses have been paid to date.

Review project schedule for cattle barn: Heuss updated the Committee as to the status of the Barn Project. The building shell is on track to be completed by Spiegel Construction.

by the end of September. He stated the electrical portion of the project would be worked on as time permits by his department. Presently there is no funding for the HVAC portion of the project.

Safety Building Parking Lot: Heuss stated the Safety Building Parking Lot Project is complete. This includes a new concrete parking area and a new block retaining wall.

Discuss planning an Open House event when the cattle barn is completed to recognize donors, volunteers, etc. (Tentatively Fall): Benishek stated the date for the Appreciation Event is scheduled for October 14, 2012. The Event Committee stated that approximately 400 people would be attending and they are requesting \$2,000 from the County to fund the dinner. Gary Olsen stated at the Event meeting that the funds can be taken out of Public Surplus Revenue. Dave Solin makes a motion to contribute \$2,500 towards this dinner, Seconded by Zalewski. All ayes, motion carried.

Review alternative sites for monthly County Board meetings: Stowe and Solin meet with Larry Kind to review the availability of meeting rooms at the Wood Tech Center to host monthly County Board meetings. Kind indicated that the College cannot commit to giving up 2 rooms in the Wood Technology Building on a monthly basis for County Board to meet. Kind does have another room available in the main campus building, but Stowe and Solin do not believe that the room is large enough. Stowe reminded the Committee that it is the decision of the Wood Tech Center's Steering Committee to decide how and when other entities, such as the County, could use the facilities, but all parties acknowledge that any requested use should not unduly disrupt the curriculum. Discussion presented regarding making improvements to the Clover Room at the Fairgrounds for County Board meetings. Another suggestion was the Board Room in the Health Care Center being enlarged for this purpose. There would be a cost to improving or enlarging one of these rooms. Dave Solin would like to have the next Public Property meeting scheduled in the Board Room at the Health Care Center – October 1, 2012 at 6:15 pm.

Discuss Painting Horse Barn at Fairgrounds: Bob Benishek stated that the County can buy the paint for the horse barn and that maybe the Horse and Pony Project members could paint the barn. Being so late in the year it was suggested by Zalewski to hold off until Spring 2013 for this project. The Committee decided this would be best and will wait until next year.

Review Maintenance Projects: Heuss briefly reviewed the Maintenance Projects with Committee, see attached report.

Report from Fairgrounds Advisory Committee: Jeff Zalewski, Chairman of the Fairgrounds Advisory Committee presented his report. Zalewski stated that Trailcon had an event recently and they were very happy with the facilities and plan on coming back next year. The Maintenance Department received a "Thank You" note from the Christian Motorcycle group that used the grounds and expressed their desire to return to our facility. Benishek would like the Fairgrounds Advisory Committee to start drafting a policy for renting the Animal Barn.

Approve Disposal of County Equipment: List of County Equipment presented for disposal on the County Public Surplus site. Motion to approve list by Solin, Seconded by Nonnenmacher, 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 Zalewski to approve this report, seconded by Solin, all ayes, motion carried.

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

Next Meeting Date: The next regular meeting will be Monday, October 1, 2012 at 6:15 pm at the Health Care Center Board Room.

Adjourn: Motion by Solin, seconded by Zalewski to adjourn at 8:16 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

September 11, 2012 – Public Property Committee Report

1. COMPLETED WORK

- Fairgrounds: Calculated utility bills for events. Event set up & clean up (trail convention, flea market, car show). Cut down and disposed of 4 dead trees. Installed and painted pipe bollards for barn underground concrete tank.
- SB / Jail: Remove old phone system, cables, manuals from phone room. Clean up all remaining cables at SB and HCC. Repainted east & west overhead doors and two service doors. Repair air control jail doors. Clean hvac duct vents. Replaced water check valve jail cells, door lock cylinder, overhead door weatherstripping (east doors), unplugged kitchen drain lines,
- HCC: Repair toilet, check carpet before inspection, spray weeds, move table & bookcase from ADRC to garage for auction, changed ballasts and lamps, pick up and shred papers from social services, wiring for new automatic door / disconnect old door / relocate light switches, fire alarm pull station, thermostat, install outlet for new TV in waiting room, put up sign. Removed overgrown landscaping at west entrance & prep for new plantings. Cleaned out / replanted south planter bed (entire length of building).
- CH: New phone line to postage machine, clean up cables/jacks in treasurer office, pick up ballots to be shredded
- General: Replaced smoke detectors & strobe lights at camp susan, stained soffits, new logs & miscellaneous trim at camp susan, walked through all buildings with Focus on Energy representative.

2. OPERATIONS & PROCEDURES

- Cattle Barn: Construction Administration / Observation. Coordinate / answer contractor questions, order construction materials as needed, resolve miscellaneous issues as they arise.
- Probation/ Parole: Met with staff to review proposed floor plan. Obtained approval of schematic floor plan. Preparing budget number for construction cost.
- 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.

3. ONGOING PROJECTS

- Cattle Barn
 - South canopy construction coordination, locks and other items.
 - Maintenance Staff will install building electrical systems Sept – Nov.
- Health Care Center
 - Air Conditioner Condensing Unit & Coil – installation beginning September 4
 - Emergency generator project – Accept bids October PPC meeting.
 - New automatic door install. Other doors ordered.
- 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. Sheriff Building – construction next spring.
 - Parking lot replacement project complete.
- Resource Center
 - HVAC system work – bid documents in progress.
 - Pavement patching and sealcoating - September.