

Langlade County Public Property Committee Minutes

Date of Meeting: September 6, 2016 at 3:15 pm

Place: Langlade County Resource Center – Wolf River Room
837 Clermont Street, Antigo, WI 54409

Members Present: Chairman Larry Poltrock, Vern Cahak, Sam Hardin, Doug Nonnenmacher and Bob Benishek

Members Absent: None

Others Present: Robin Stowe, Nate Heuss and Pam Jankowski

1. The meeting was called to order by Chairman Larry Poltrock at 3:15 p.m. at the Resource Center, Wolf River Room. The Pledge of Allegiance was recited.
2. **Approve/amend the minutes of the previous meeting held on August 2, 2016:** Motion by Bob Benishek, to approve the previous meeting minutes, Seconded by Vern Cahak, all ayes, Motion carried.
3. **Recognition of others present and public comments on agenda items or to request an item be added to a future agenda:** No comments or agenda items to be added to a future agenda.
4. **Highway Department renovations update:** The Ad Hoc Committee has met recently and ideas were discussed regarding the renovations. Heuss gives an update. Alternate building site east of the Truck Garage is being considered. A tour of other County Highway Buildings will be conducted September 15th. The next meeting is scheduled for September 22, 2016. Information only. Motion to hold over for more information by Benishek, Seconded by Cahak, all ayes, Motion Carried.
5. **Review Maintenance Projects/Monthly Report:** Heuss submitted his report to the Committee for the month of August. (See attached)
 - a. **Jack Lake Shelter – Shelter Doors & Fireplace update:** The fireplace and doors are completed.
 - b. **Safety Building Roof Replacement update:** The roof project is substantially complete. Roof is an adhered roof that should last 20-30 years. R-value is improved and roof will be much easier to inspect.
 - c. **Antigo Public Library carpet replacement:** This project started August 29th. Office furniture removed, painting started and carpet is being removed.

- d. **Courthouse Elevator Cylinder replacement:** The cylinder replacement is finished.
- e. **Grandstands:** The grandstands were constructed in 1983. Columns need structural repair. Rust removal, welding and painting will be done.
- f. **Airport Entrance Renovations:** Bid documents are being prepared for October bidding.
- g. **Safety Building/Health Care Center Signage:** These are finished and will be installed soon.

Motion by Benishek, Seconded by Cahak to accept the report, all ayes, Motion Carried.

6. **Discuss Fairgrounds Promotional Committee's previous meeting with questions if any:** Benishek reviewed progress of camping policies being established. Robin Stowe reviews insurance requirements regarding alcohol liability during events. Carry-ins during events needs to be addressed. Issues arose during the fair with carry ins - 4-H members and families need to follow the policy regarding alcohol. Signs to be posted regarding carrying in alcohol so it can be enforced. Stowe reviewed the results of the State Campground Inspection. Next month Rhonda Klement will be invited to give a report on the Fair.

Update on landscaping donation request to Remington Foundation:

Stowe will need information regarding a specific project and budget to submit a request for donation. The foundation is very receptive to donating to projects that improve and help the community. Some landscaping work has already been done at no cost to the County.

7. **Approve Disposal of County Equipment:** List provided by Pam Jankowski for approval. Motion by Cahak, Seconded by Hardin, to approve items to be sold on Auction, all ayes, Motion Carried. Damaged bleachers on the grounds discussed. Permission to sell or scrap them approved.
8. **Review Budget Summary:** Committee Members received the Budget Summary for review.
9. **Verify Date of Next Meeting:** The next regular meeting will be Monday, October 3, 2016 at 3:15 p.m. at a location to be determined.
10. **Adjourn:** Motion to adjourn at 4:15 p.m. by Nonnenmacher, Seconded by Hardin all ayes, Motion Carried.

Respectfully submitted,

Pamela Jankowski,
Recording Secretary

LANGLADE COUNTY MAINTENANCE DEPARTMENT
Fairgrounds - 1635 Neva Road, Antigo, Wisconsin 54409

Nate Heuss, AIA
Director of Facilities Management

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September 6, 2016 – Public Property Committee Report

1. COMPLETED WORK

- SB/Jail: Replaced cameras in jail, programmed controller #2 in jail control, install monitors in dispatch, remove electronics from SB/Jail to Fairgrounds for recycling, assist with roof when needed, replace jail toilet flush valves, unplug jail cell sinks & toilets, replace ceiling tile in SB & jail, repair intercom in Nurse Room, unplug urinal in MH block with rotary clean-out tool, reset large rooftop chiller.
- CH: Set up room 203 for Governor's visit, remove large coil unit in jury room to test for leaks/clean/reinstall, replace control board on cabinet heater in Law Library, run CAT5 cable above jury room and office to prep for cameras, install 2 keyboard trays.
- RC: Repaired cabinet door in zoning office, move desks in child support to fix panic button, repair panic button, remove old water heater. Research pricing on replacement commercial water heater, replace water heater, repair electrical line to flag pole light.
- HCC: Made trim & doors, install/hard wire 2 VFDs for 3 phase heat circulating pumps/had ALC program, tested & logged generator, purchased long hose & cleaned out 18 roof drains, extinguish small fire & clean out smokers box (burning paper inside), clean out all entrances to building/blow off sidewalks, defrost/clean coils/clean out break room refrigerator, attempt to locate dead mouse smell in break room, shred 4 cases of confidential paper, repair & finish ceiling/walls/floor in remodeled kitchen / hall area, rebuild another faucet/spout in DD kitchen, replace defective circuit breaker for emergency lighting, reset (alarm) freeze controls/VFDs in large air handler, spray roundup around building, clean up cut grass, replace contactor on small rooftop a/c compressor, hang 15 pictures/artwork in room 93, hang glass picture/frame in lobby, log/inventory all fire extinguishers, replace wiring in emergency light fixture adjacent to room #9, change locksets on office #31 & #33.
- Fairgrounds: Chipped out grout around steel columns to allow repairs, put stage away, disconnected & put away temporary electrical lines from fair use, shutdown coolers/freezers from fair use, take meter readings after fair, prepare MPB for Music in the Park, get Clover Room ready for AHS choir rummage sale.
- VMP: Installed glass in shelter doors, replace 100 amp panel & 10 breakers on shelter B (solicited quote and ordered), install gasket around panel door to keep out aslan beetles, quote/replace LED light/photo eye for main sign, replace all mechanical controls in RV pedestal #18, replace (2) T8 bulbs/ballasts in shop/garage.
- General: Disassemble built in furniture and store for Library Renovations project, repair toilet/replace parts at Highway Shop, 6 Digger's Hotline Locates.

2. ADMINISTRATION

- Antigo Public Library – Construction Administration
 - Project start August 29.
 - Office furniture removed / painting started / carpet being removed.
 - Answering questions / coordinating project as required.
- Safety Building Roof: Substantially Complete.
 - Adhered membrane roof with 20 year warranty. Improved r-value.
- Highway Renovation Project:
 - Kickoff meeting was held August 9. Researching building sites.
 - Tour September 15 / Meeting September 22
 - Soil borings scheduled.
- Airport Entrance Alterations
 - Preparing Bid Documents for October bid.

3. FACILITY STATUS

- Courthouse
 - Elevator Cylinder Replacement is complete.
 - Parking lot replacement 2017.
 - Small Courtroom renovations 2017.
- Safety Building / Impound Building
 - Jall Cleaning Schedule is being implemented.
 - New exterior signage for Safety Building has been ordered.
 - Replace Impound Building siding – east side – Fall 2016.
- Highway Building
 - Site planning / soil borings for new building.
 - Coordination of engineering consultants
- Jack Lake
 - Beach Shelter fireplace and doors are complete.
 - Numerous electrical repairs completed by Maintenance Staff.
- Camp Susan
 - Contractor to proceed with log repairs (Fall 2016).
 - September County Board meeting.
- Fairgrounds
 - Replacing ceiling tile in Clover Room (after Fair).
 - Clover room furnace needs replacement (original to building)
 - Exposition building roof – 2017 replacement. Currently leaking around dormers.
 - 1983 Grandstands
 - Proceeding with steel column structural repairs – 12 columns.
 - Rust removal / painting
 - Welding steel plates on to stiffen columns.
 - Budget for gutter replacement & sealant replacement – future year
- Resource Center
 - Water heater replaced
- Health Care Center
 - New exterior building sign has been ordered.

End of Monthly Public Property Committee Report