

Property Committee Meeting Minutes

October 2, 2012

8:30 a.m. Room A260

Meeting was called to order by Chairman Allen at 8:30 a.m. The meeting was properly announced. Roll call: Allen, James, Kotlowski and Miller all present. Excused: Djumadi. Also present: Bays, Hamman, Larson and Phillippi.

Motioned by Miller/Kotlowski to approve the agenda. Motion carried by unanimous voice vote.

Motioned by James/Kotlowski to approve the September 17, 2012 minutes. Motion carried by unanimous voice vote.

Report on tax deeded properties. Miller opened one bid for 1781 County Rd C, Lot #2 in the amount of \$7,500. Bays will send a letter to this person that the property has already been sold for \$12,500. Bays reported property #20 in the Town of Quincy. The owner was told to remove personal property however they tore down an old shed. They are not to be removing buildings. She also indicated the owners can remain on the premises until October 8th, 2012. She would like to have Jack send them a letter. The committee agreed that a letter should be sent to the people.

We received 1 check from Karen Locke that was returned for Non-Sufficient Funds. There are 3 who will receive 30 day extensions; David Julseth, Pat Waring and David Reiche. There will be a court hearing on November 27th, 2012.

There has been an ad in the newspaper for the last 2 weeks for open bids for the old highway parking lot in the Village of Friendship. Have not received any bids.

Update on final punch list for Health & Human Services project. Mike Berg, who was on a conference call, stated that there was an ongoing struggle with Altmann's contractors. \$5,800 credit if new disconnects are not installed on 10 AC units. \$550 each 30 amp, \$855 each 60 amp – Miller wants them replaced. There are 18 outstanding issues at Health & Human Services building and 1 at the Community Center. Completion date should be this week Friday, October 5, 2012. Hamman reported after looking at the list, the deadline of October 5, 2012, would not be met. We currently have issues with the HVAC contractors not coming back on site.

James questioned agenda Item #18 – Update on Health & Human Services project, from September 17, 2012 minutes. "Altmann's subcontractor has been replaced by a new subcontractor, to complete the spray foam insulation for the Health & Human Services project. They will be onsite today and tomorrow and it is expected that the work will be completed by Friday. There will be no additional costs to the County for the replacement of the subcontractor, as it is the contractor's responsibility. A follow-up final punch list is requested. A meeting should also be scheduled to see how the County can get through projects of this kind without the problems that have occurred with this one. Hamman reported that they never came back to complete the insulation, Altmann was contacted regarding this.

No discussion took place on change orders or invoices related to Health & Human Services/Community Center project.

Present: Djumadi at 8:45 a.m.

Altmann and Ayres on phone together, Allen explained. Mike from Altmanns & Scott Thurber from Ayres to speak together at 8:53 a.m. Allen explains list items to be completed by end of week. Want to confirm if they feel the same way. More than ½ completed today on site now. Hamman questioned the quality of the insulation. Scott said that Snider is going to be on site, per Scott. James asked if someone else will finish if they don't come. Ron's is set up to finish if Snider doesn't. Altmann will have someone on site sometime to check completed work at the end of each day. By Wednesday there should be some benchmarks as to what's going on. Brian will be there all day tomorrow and Thursday helping with insulation. Thursday there will be a check-off of completed items which will be sent to Hamman. Larson wants to go through the punch list with Tracy on Friday and do a visual to see if everything is completed. Scott will meet with Tracy at 9:00 a.m. Kotlowski stated there will be no certification on the punch list until everything is completed.

Hamman spoke about warranty on HVAC. He will ask on Friday about the 1 year warranty. Questions as to if someone else finished the project other than original contractor, and when the warranty begins. Larson spoke of an oil leak on HVAC unit. James want warranty questions confirmed with Altmann.

Fairgrounds update: Fenner will be working on the underground water leak today and/or tomorrow. Some electrical work needs to be completed. Fairgrounds is paying the deductible for electrical repairs and Hamman will pay \$2,300 of remaining expense from his budget.

Allen explained water issues at Fairgrounds. The highway bid for outlined area is \$69,000. Allen indicated Jim Grabarski wants another bid, is looking for donations and will continue to investigate options. Discussion regarding 1½" or 3" compacting. Allen will call Jim Grabarski, and have him checked with Rhinehart. Djumadi wants something cheaper.

Building inspector issues with old farmers need to be on the next agenda per Allen.

Hamman reported on storage facility. Practical Cents is full and wants us to hold our furniture in the storage building for another two weeks up to a month. There was further discussion about good will and fundraising events to dispose of items. Habitat for homes may be able to use some of the items. Hamman indicated that Wimmer may be interested in steam tables.

Update on cleanup at 636 County Z, Rome per abatement order. Bays reported we have been given an extra 30 days. Bays gave Djumadi the inventory list from tax deed property items to take for pricing after the last county board meeting.

Larson provided resolution to amend board rules changing inventory to capital. The committee postponed until next meeting as there are changes needed on the

resolution. The resolution contains language that no longer exists regarding carryover on line #46.

Larson reported update on safety plans, informed the committee who makes up the Safety Committee.

Hamman indicated this 2013 budget has \$4,000 in it, to remove swinging door, install an electric latch, install tempered glass for DA.

Land & Water items in fenced in area were discussed. Boat buoys are in storage shed off North Street. Hamman reported 5 picnic tables went to the Village of Friendship. Otherwise items that are seasonal will be in the fenced area. Djumadi recommends the adjacent landowner put up a privacy fence if they don't want to see the items inside the fenced in area. Allen recommends the area be managed and clean by the department utilizing.

Hamman reported he'd been working with the Sheriff's Department to replace steam table in kitchen. The cost is approximate \$5,480.29 which will be paid from jail assessment, this includes electrician and plumber. The jail windows have all been caulked. The tree was removed from east lawn. Received quotes to replace three toilets for Health & Human Services, and installed a TV outlet, and some additional painting was done. The majority of time was spent in the attic at Health & Human Services building. James complimented Hamman on the maintenance jobs being done. Hamman reported on the courthouse top caps only one company responded. The project will not be completed in 2012. He'd like to have \$10,000 from 2012 put in 2013 budget for this project. The committee agreed.

Next meeting date was set for November 5th, 2012 at 8:30 a.m. Agenda items: Update on final punch list for Health & Human Services project; Discuss and/or act on change order and/or invoices related to Health & Human Services/Community Center project; Update on cleanup in Rome; Disposition of coins from tax deeded property; Rules change on inventory list policy/asset list; Update on safety plans; Fairground updates

Motioned by Kotlowski/Djumadi to adjourn at 10:05 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,

Cindy Phillippi
Recording Secretary