

ADAMS COUNTY PROPERTY COMMITTEE
Wednesday, November 19, 2008 9:30 a.m.
Room A231, Courthouse
Friendship, WI 53934

CALL MEETING TO ORDER: Chairman Dehmlow called the meeting to order at 9:30 a.m.

WAS THE MEETING PROPERLY NOTICED? Yes

ROLL CALL:

Present: Supervisors Hartley, Kotlowski, Babcock, Dehmlow and Kirsenlohr

Others present: Barbara Petkovsek, Administrative Coordinator; Tracy Hammen, Maintenance Supervisor; Dee Helmrick, Clerk of Courts

Approve the Agenda – Motion by Kirsenlohr seconded by Kotlowski to approve the agenda as printed. Voice vote. Motion carried.

Approve Minutes – October 7, 2008 meeting – Motion by Babcock seconded by Hartley to approve the minutes as printed. Voice vote. Motion carried.

Public Participation on Agenda Items – There was no public participation

Report from Airport Commission – Report will be presented at the December meeting.

Clerk of Courts

Need for additional file storage space – Dee Helmrick, Clerk of Court appeared before the committee regarding the need for storage space by the end of 2009.

Discuss and/or act on costs for moving furniture to replace carpet – Dee Helmrick reported to the committee that she had received an estimate of \$6500 for the sectioned furniture/panels to be dismantled/reassembled when the office was carpeted. No prices have been acquired for moving files off from shelves and replacing them. Discussion held regarding use of carpet squares vs. rolled carpet. **Motion** by Kotlowski seconded by Kirsenlohr to consider additional options for carpet replacement in the Clerk of Courts Office. Voice vote. Motion carried. Carpet replacement in Clerk of Courts office will be delayed until 2009 and other areas will have the carpet replaced in 2008.

Review and accept and/or reject proposals for the following:

Snow Removal – Proposals received as follows:

1. Hintz Excavating - \$75 per hour for 5 yd loader, 10 ft. plow truck, quad axle dump truck, salt truck(plus salt)
2. Robert Kierstyn - \$60 per hour for plowing, \$75 per hour for loader and dump truck

Tim Hintz, Hintz Excavating was present for discussion.

After discussing amount of locations to be plowed and services currently being provided,

Motion by Hartley seconded by Kirsenlohr to reject all proposals. Voice vote. Motion carried.

Motion by Hartley seconded by Babcock to extend the current contracts at proposed prices for another year. Voice vote. Motion carried.

NOTE: Current contracts – Hintz Excavating has courthouse/annex/law enforcement center, central storage facility and community center; Robert Kierstyn has health and human services and practical cents.

Custodial Services

See attached spreadsheet

Motion by Babcock seconded by Kotlowski to contract with Advanced Janitorial for custodial services for Highway, Solid Waste, Community Center to include supplies and to contract with Gary’s Cleaning Service for Health and Human Services to include supplies per their proposal. Voice vote. Motion carried.

Long Range Space and Facilities Needs –

Bids were received as follows:

Bidder	Total Bid
Graef Anhalt Schloemer (GAS)	99,800
Dimension Four / Foth	124,444
Alternative 1 (County Maint. Involvement)	73,444
Alternative 2 (Concentrated Effort)	85,444
SEH	27,000
Ayers Associates	45,800

Motion by Kotlowski seconded by Hartley to interview all consultants starting at 1:00 p.m. on December 2, 2008 prior to taking any action. Voice vote. Motion carried.

Update on maintenance items

Community Center – insulation, facia, signage – Tracy Hamman reported that the insulation project at the community center has been completed; the individuals contacted regarding facia have not returned calls at this time, the banner for high speed internet signage over the community center has been removed.

Other items – The roof at the fairgrounds has been repaired under the 10 year warranty; the chimney work in the courthouse has been completed.

Discuss and/or act on heating/lighting/utility efficiencies – Tracy Hamman reported that Alliant has completed a walkthrough of our facilities and will be submitting a report.

Open bids(if received) on tax deed property – accept and/or reject any/or all bids – No bids received.

Reconsider and act on bid for tax deeded parcel No. 2 -

TOWN OF QUINCY, ADAMS COUNTY

PARCEL NO. 2 (2404 18th Ave) 1.5 acres \$5,000

26-1211 The South One Hundred (100) feet of the North Two Hundred (200) feet of the West Half of the West Half of the Northwest Quarter (W ½ W ½ NW ¼) of Section Thirty-three (33), Township Seventeen (17) North, Range Five (5) East. Also known as Tract B25 of Pineorama, an unrecorded subdivision. All being in the Town of Quincy, County of Adams, State of Wisconsin -

The individual that had the high bid on this parcel was unable to secure financing.
Motion by Kotlowski seconded by Hartley to accept the next highest bid of Dennis Pittsey Sr. for \$12,000. Voice vote. Motion carried.

Set next meeting date and agenda items – December 2nd at 1:00 p.m. and December 9th at 9:30 a.m..

Adjournment – Motion by Kirslenlohr seconded by Kotlowski to adjourn at 12:05 a.m. Voice vote. Motion carried.

Respectfully submitted,

Barbara Petkovsek, Recording Secretary

Minutes are unofficial until approved by Committee

ADAMS COUNTY GOVERNMENT
CUSTODIAL SERVICES
BID

Bidder	Hwy			SW			Contm.Ctr			HHS			
	Monthly	PW Monthly	PW Quarterly	Monthly	Semi-Annually	Annually	Monthly	PW Quarterly	PW Semi-Annually	PW Annually	Monthly	PW Monthly	PW Semi-Annually
Advance Janitorial Services (with supplies)	487.65	178.98	229.45	147.69	585.39	2135.9		1130.78	894.56	1672.92	78.56	284.85	684.96
Gina Osmolski (without supplies)	1354.67												
Gina Osmolski (with supplies)	1521.34												
Gary Cleaning Service (with supplies)										1400			
Gary Cleaning Service (without supplies)										1200			