

Property Committee Minutes
December 4, 2012
8:30 a.m. Room A260

Meeting was called to order at 8:31 a.m. by Chairman Allen. Meeting was properly announced. Present: Allen, Djumadi, Kotlowski and Miller. Excused: James. Also present: Bays, Hamman, Larson, Phillippi and Zander.

Motioned by Kotlowski/Miller to approve the agenda. Motioned carried by unanimous voice vote. Motioned by Djumadi/Kotlowski to approve the November 5, 2012 minutes. Motion carried by unanimous voice vote.

Kotlowski opened 3 bids for the tax foreclosed properties. Parcel #1, Brian Rector \$2,810.00, 10% included \$281.00. Parcel #9, Melissa Pulliam \$4,100.00, 10% included \$410.00. Parcel #9, Ralph Sabroff \$5,103.00, 10% included \$510.30.

Motioned by Miller/Djumadi to accept bid parcel #1, Brian Rector and bid parcel #9, Ralph Sabroff. Motion carried by unanimous voice vote.

Discussion on property on Lilac in Rome. They were \$38 short on their 2008 taxes. They ignored the 1st letter that was sent. A 2nd letter was sent from Adams County attorney, Jack Albert. They did respond to this letter. Property was redeemed in the Clerk of Courts office. Pulled from judgment, final still part of balance due, which indicated this was paid per court records. They currently owe \$9,000. Payment came in yesterday, making them paid in full thru 2011.

Reviewed tax foreclosure property pictures and determined prices.

4 New properties to be listed:

Parcel #10-873 David Julseth, 1102 Evergreen Court, 6 acres, valued at \$67,500. Cleanup of property will add cost to the outstanding balance due. Motioned by Djumadi/Kotlowski to list parcel #10-873 for sale for \$20,000. Motion carried by unanimous voice vote.

Parcel #24-678 Jameson, Hwy 21 West of Hwy 13, .31 acres, owes \$562 in back taxes as of court date, valued at \$1,400. Motioned by Djumadi/Miller to list parcel for sale for \$1,400. Motion carried by unanimous voice vote.

Parcel #26-1065 David/Pam Reiche, A-frame by Castle Rock Park, owes \$4,255 in back taxes, valued at \$50,900. Have received no money, after a 30 day extension that was given to them. Motioned by Djumadi/Kotlowski to list parcel for sale for \$35,000. Motion carried by unanimous voice vote.

Parcel #26-2298-20 Karen Locke, Lots 9, 10, 11 and 12, Leona St. in Quincy, owed \$8,157 in August, 2012. Paid with non-sufficient funds. We received no response from them when they were told we needed cash or a money order for payment. Motioned by Djumadi/Miller to list parcel at \$45,000. Motion carried by unanimous voice vote.

Old properties:

Parcels 2/4, Pine Oaks F, 2 lots, leave at \$2,800.

Parcel #8-220, Hwy 13/K by P&J Convenience Store in Dell Prairie, currently at \$35,000. Motioned by Kotlowski/Djumadi to list parcel for sale for \$25,000. Motion carried by unanimous voice vote.

Parcel #12-1991-1992 12-125-10 church in Jackson, currently at \$18,000. Motioned by Kotlowski/Djumadi to list parcel for sale for \$10,000. Motion carried by unanimous voice vote.

Parcel #24-303, 1385 State Rd 13 by Cottonville Store, currently at \$20,000. Motioned by Djumadi/Miller to list parcel for sale for \$15,000. Motion carried by unanimous voice vote.

15 parcels in the Town of Rome. Motioned by Djumadi/Kotlowski to leave pricing as is on 15 parcels in the Town of Rome. Motion carried by unanimous voice vote.

Parcel #34-2202-542, in the Town of Strongs Prairie by Northern Bay, currently at \$12,000.

Motioned by Djumadi/Kotlowski to list parcel for sale for \$10,000. Motion carried by unanimous voice vote. Lot in the Village of Friendship, currently at \$2,000. Motioned by Miller/Djumadi to list for sale for \$1,000. Motion carried by unanimous voice vote.

The meeting date that the bids will be opened at is January 7, 2013 at 8:30 a.m. The properties will be posted in the paper starting next week and for the following 2 weeks after that. They will also be posted on our website.

Motioned by Miller/Kotlowski to strike Maintenance I from the supervisor title on the Janitorial Worker job description. Motion carried by unanimous voice vote.

Larson stated that we received a bill from Middleton Insulation for charges owed by Altmann. Larson stated that she had spoke with Mike Berg from Ayres and that his opinion was that the claim should be denied, that we are under no obligation to pay for it. Adams County should be confirming to take legal action against Altmann. Larson conferred with Mike Berg from Ayres about the correspondence from Adams County Corporation Counsel to Middleton Insulation.

Update on punch list:

Certificate of substantial completion of outstanding contractual items. 4 outstanding items remain on the punch list. Warranty items Top 2, bottom 2 contracted obligation. Request 4 remaining items to be completed by 12/14/12.

Hamman reports Rooms 240, 241 and 242 overheat or do not cool. The HVAC contractor should confirm the correct operation of the thermostat in Room 240 and the operation of the damper that serves Room 240. The HVAC contractor shall contact Tracy Hamman when they are on site to confirm that the issues have been resolved. This is an ongoing issue with the engineer. We need to get someone on site to check equipment to make sure everything is set up correctly as it is not working. Mike Berg will be in contact with Hamman today, to discuss the O&M manuals. Larson stated that Altmann has been on site. Allen thanked both Larson and especially Hamman, for the time that they have put into this matter.

Discussion on the \$459.00 Ayres invoice from last meeting. Final punch list does not meet the requirement of the motion that states that this bill should not be paid until final punch list is complete, to our satisfaction. Approximately \$4,000 is outstanding to Ayres. Kotlowski is not in favor of payment. Motioned by Miller/Kotlowski to pay Ayres invoice of \$459.00. Motion carried by unanimous voice vote.

Altmann payment application #8, per Mike Berg, release \$31,088.66 of the \$36,088.66 request, holding a retainer of \$5,000, to be held for remaining outstanding punch list items: O&M manuals need to be turned over and training provided by Schneider on HVAC system. Motioned by Kotlowski/Miller to make no payment until system is fixed. Motion carried by unanimous voice vote. Total amount to Altmann owed is \$36,088.66

The Fair Board and Village of Friendship have reached an agreement on the zoning ordinance which is moving forward.

Maintenance update:

Land & Water items now have been moved to storage once the road project had been completed. Hamman has been working on the command post with Emergency Management. General maintenance on Emergency Maintenance equipment has been required. Mauston Plumbing will be on site. 3 new toilets for Health & Human Services have been purchased, which will bring everything up-to-date. Cost is \$1,445.35.

Register of Deeds will have new carpeting installed on 12/26/2012 – 12/28/2012 as well as Personnel Office. In 2013, Law Administration will be completed. At which point, the only area incomplete will be the court room. The CAP around the building will have to wait until 2013. A quote of \$599 was given to install lights with a photo cell over the 2-sided doors at Health & Human Services. The snow plow contract is good for 3 more years. We need to talk to Sarah Grosshuesch regarding the bike rack that is to be installed. There are still items from UW Extension, in the storage shed that need to be looked at. A time will have to be set up for the items to be looked at which will be coordinated by Hamman. Motioned by Miller/Kotlowski to remove piano by disposing of it if it's not gone by January 1, 2013. Motion carried by unanimous voice vote.

Tanya questioned the installation of the glass. The committee told them to handle it between departments.

Next meeting date set for January 7, 2013 at 8:30 a.m.

Items for next agenda:

Opening bids;

Historical Society;

Stable fairgrounds;

Update on cleanup in Rome;

Disposition of coins from tax deeded property

Motioned by Miller/Kotlowski to adjourn at 10:14 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,

Cindy Phillippi
Recording Secretary