

## Property Committee Meeting Minutes

March 19, 2012

Room A160, 9:00 a.m.

The meeting was called to order by Chairman Renner at 9:00 a.m. The meeting was properly announced. Present: Renner, Allen, Djumadi, Miller and Kotlowski. Also present: Osborn, Larson, Bonnett, Hamman, S. Grosssheusch and L. Renner.

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

Motioned by Kotlowski/Allen to approve the February 27, 2012 minutes. Motion carried by unanimous voice vote.

Larson presented pay request #5 from Altman Construction for the Health & Human Services project in the amount of \$32,145.54. The remaining funding for the project is \$59,892, including retainage.

Motioned by Allen/Miller to approve pay request #5 from Altmann Construction Company, Inc. in the amount of \$32,145.54. Motion carried by unanimous voice vote.

Fencing at the County Cemetery was discussed. Currently there is fencing and corner posts, however, concern was expressed that it is possible that not all gravesites are properly marked. It was suggested that the area could have infrared imaging to determine grave sites. Available gravesites were a concern. Motioned by Allen/Djumanu to allow Roland Minter, Ed Coon and Bill Foote to redo the fencing and put up a gate. Motion carried by unanimous voice vote.

The Health and Human Services Building project was discussed. A change order to add two additional push buttons so that people would not get "stuck" between the two sets of doors was considered. Also, the color of the base that was chosen was a specialty color and would be changed to a basic color which is more economical.

Motioned by Allen/Kotlowski to approve \$1,105.75 for the change order, pending confirmation of the cost of installation of push buttons and adjustment of color for base at the Health & Human Services Building project as discussed. Motion carried by unanimous voice vote.

A tour of the Health & Human Services/Community Center was discussed. A walk-through is scheduled for April 2<sup>nd</sup> and it was suggested to do the tour in conjunction with the walk-through.

Motioned by Allen/Kotlowski to schedule April 2<sup>nd</sup> at 10:00 a.m. as a walk-through at the Health & Human Services Building and the Community Center following a 9:00 a.m. meeting of the Property Committee. Motion carried by unanimous voice vote.

Motioned by Allen/Miller to authorize payment in the amount of \$106.00 to Omni Glass & Paint and \$4,854.17 to Insulation Plus for material for the Health & Human Services Building. Motion carried by unanimous voice vote.

The Big Dig Community Service Project for 2012 was discussed. There will be no contribution by the County for this project but it would be held at the Adams County Fairgrounds.

Motioned by Kotlowski/Djumadi to authorize the Big Dig Community Service Project for 2012, with no expense to the County. Motion carried by unanimous voice vote.

Wollin arrived at 9:20 a.m.

A memorial site for Mike Shannon was discussed. Wollin presented graphics of a proposal for a site to be located by the Sheriff's Department. Wollin has contacted Wausau Tile (they did the memorial for Ryan Larson at the High School) for this project. Bonnett reported there is approximately \$6,000 in available

funds in an account which Wollin stated were specifically earmarked for the memorial. Lighting would need to be considered; either change the existing lighting on the flag pole and/or change to ground lighting. Wollin has also contacted John Easterly/Brian Stanley for labor, material and landscaping of the site in the amount of \$3,890. Any unanticipated over-expenditures could be made up from either the Sheriff's Department budget or the Federal Asset Forfeiture funds. Mention was made that in an unfortunate event that other active members of the force lose their lives in the line of duty, additional flower pots could be added to memorialize those people.

Motioned by Allen/Miller to proceed with the memorial site. Motion carried by unanimous voice vote.

Wollin and Bonnett left at 9:35 a.m.

Vehicles from the Department of Aging were discussed. The vehicles discussed are a 2008 Chevy Uplander, 2009 GMC Savanna, and a 2011 Goshen mini bus. The Chevy Uplander and GMC Savanna can be bid out; however, the Goshen mini bus was purchased through the Department of Transportation and will be returned to the transportation pool.

Motioned by Kotlowski/Allen put the vehicles out for bid. Motion carried by unanimous voice vote.

A maintenance update was given by Hamman. The Kiosk communication cabling system in the jail was discussed. It was reported that the painting by Community Service individuals is going very well. He may also have landscaping done by Community Service individuals depending on who is available. He reported that he has sold salvaged metal to Harper's Salvage for \$220. Periodic overflow in the women's bathrooms in the Health & Human Services Building needs to be addressed. Outlets in room 230, specifically the island counter and north wall counter also need alteration. There is \$2,288.47 left in project funding at this time and the focus for the remaining money will be on electric and the women's bathroom. (Larson has the authority to go ahead with the electric change order (\$300 - \$400). She will confer with Hamman.

Next meeting date: Monday, April 2, 2012 - 9:00 a.m.

Next meeting agenda: Update on cemetery fencing, inventory personal property list and walk through at Health & Human Services Building and Community Center (10:00 a.m.)

Motioned by Allen/Miller to adjourn at 9:59 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,

Linda Renner  
Recording Secretary