

Trempealeau County Property Committee

Revised Minutes from February 24, 2015 Regular Monthly Meeting

Committee Members Present: Michelle Haines, Richard Frey, Tim Zeglin, and Chuck Walek. Sally Miller was absent. This meeting was chaired by Michelle Haines.

Others who were present at some time during meeting: Jeremy Matheny (building maintenance director), Jaimie Kabus (Human Services Director), Steve Okonek (Ag Extension Agent), Tanya Niederkorn (Sheriff's Office), Cindy Currier (IT director), Kevin Lien (DLM director), Kathy Gauger (ADRC director), Chuck Arneson (ADRC driver/dispatcher).

Agenda Item #1--Meeting convened at 9:03 AM by Haines.

Agenda Item #2--Certification of compliance with open meeting laws

Agenda Item #3--Motion to adopt today's agenda made by Frey, 2nd by Zeglin; all in favor

Agenda Item #4—Motion to adopt minutes of January meeting made by Frey, 2nd by Walek, all in favor.

Agenda Item #5—Motion to compensate Randy Anderson for time spent as Interim Supervisor of Building Maintenance at rate to be computed by Human Services

Motion made by Zeglin, 2nd by Walek, all in favor; motion passes.

Agenda Item #6—Jail Problems

Niederkorn reports that Garson Plumbing is working on the plumbing; that weather is too cold to fix the outside doors; that Badger Stainless is working on replacing the door locks; that some delays have occurred in the re-painting project but that it is progressing.

No action taken on this item.

Agenda Item #7—Dispatch Console

Frey says that console is outdated; will cost \$225,000 to replace. Haines asks if this expenditure is necessary at this time. Frey replies that outmoded console might create a liability problem. Currier says that current console is working, is fully backed-up, but should be replaced at some time. Zeglin says that replacement of console is an item of preventative maintenance, and that funds for it should be included in a future budget; it should not be considered an emergency expenditure.

No action taken on this item.

Agenda Item #8—Sheriff's Office Software

Carrier describes current problems with software: program is 15 years old and should have been replaced before now; program is California-based and does not match up with Wisconsin street addressing system; current system cannot do Uniform Crime Reporting. Carrier reports that new system would cost \$300-400K; **that work group (Frey, John Aasen) has seen two of four demonstrations**; that work group would report to committees when site visits are finished; that this project and the dispatch console might be combined and then financed with a bond issue.

Zeglin asks how long before work group will be finished. Carrier replies that work group should be done before September of this year and that work group should be able to submit its recommendations before next budget process begins.

No action taken on this item.

Agenda Item #9—Possible Office Space Remodeling—Dept. of Land Management

Kevin Lien reports that his department needs office space for two new positions; suggest exchanging offices with Extension Service office; suggests that both office need more space; wants to begin conversation about possibly relocating at old TCHCC, once this building is vacated. Carrier comments on high cost of locating office anywhere remote from present courthouse building; biggest cost would be cost of running computer/internet/cables to remote facility. Lien notes that DLM has had \$12,500 in a non-lapsing fund since 2008, budgeted for office renovations. Zeglin comments that county needs 3-5 year plan for office expansion, including potential uses for vacated TCHCC building. **Frey comments that Property Committee should consider possible costs/benefits of possible office relocations or remodeling.**

No action taken on this agenda item.

Agenda Item #10—Sheriff's Office Impound Shed

Frey notes that resolution for this was approved previous evening at full board meeting.

No action taken on this agenda item.

Agenda Item #11—Human Services Van Parking

Gauger reports that all three older ARDC vehicles, plus new van, have to be parked outside because of demolition of buildings at TCHCC. Arneson notes he has investigated renting a quonset building from Peterson Implement, but owner wants \$600/month and rental could be terminated when owner sells the building. Arneson has researched possible choices of inexpensive carports, finding two at \$7,000-\$8,000, but has not found a site on which to construct such a shelter. Frey suggests site of former Kickapoo gas station in Whitehall; site is now owned by county. Syverson notes that toxic chemical cleanup at this site is not yet completed. Zeglin suggest that ARDC should contact county Highway Dept. to see if space might be available there.

No action taken on this agenda item.

Agenda Items 12& 13 merged as one report—Maintenance Dept. Update

Matheny reports he has received bid from Garson Plumbing to build back-up water supply line.

Matheny reports he has had one of the basement sewage pumps replaced for \$1600; is using Rid-X enzyme treatment in the holding tank to reduce odor in the building; has removed 2nd pump and is having seals replaced on this pump; has had to change wiring on this pump from 3-phase to 220V; hopes to have both pumps in working order by next meeting date.

Matheny reports he might have to replace ceiling in deputy's office/locker room with dropped tiles.

Matheny reports he has installed PA system speaker in jail and wired it so it is functional.

Matheny reports he has asked for estimates for strobe light fire alarm in Trempro Room and for one more smoke detector on 1st floor hallway; has received only one \$1400 bid so far.

Matheny reports that back up electrical generator did not function correctly at last testing. Forbes Co. came out and installed interior switch. Matheny might ask for generator replacement in next budget.

Matheny reported he is waiting for snow cover on roof to thaw in order to assess need for roof repair.

Matheny reports he is researching prices for new AEDs; trying to bring down price by buying through a state service; will report back on this.

Matheny asked for advice from committee on problem of individual department heads who are purchasing paint on Property Committee budget, then painting offices and leaving unused paint cans in basement. Dept. heads have also been having keys made without knowledge of building supervisor. Matheny would like to stop unauthorized use of Building Maintenance account, casual disposal of unused paint, and would like to keep all building walls one color throughout building to facilitate repairs. Matheny asked for permission from committee to send memo to dept. heads to this effect.

Motion made by Frey to recommend Matheny to send such a memo, 2nd by Walek, all in favor; motion passes.

Agenda Item #14—Items for next agenda

Next agenda will probably include all items listed above.

Agenda Item #15—Next meeting set for 1 PM, March 23, to accommodate Walek's schedule.

Agenda Item #16—Committee adjourns at 10:33 AM

Agenda Item #6—Adjourn at 1:47 PM.