

Trempealeau County Property Committee

Minutes from May 23, 2016 Regular Monthly Meeting, held in Wisconsin Room

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

Others who were present at some time during meeting: Jeremy Matheny (Building Maintenance Director).

Agenda Item #1--Meeting convened at 9:01 AM by Walek.

Agenda Item #2—Walek certified compliance with open meeting laws

Agenda Item #3—Adoption of agenda

Frey moved to delete “Space Needs-Determine Square Footage” from agenda, 2nd by Zeglin, all in favor, motion passed by 4/4 members present.

Agenda Item #4—Adoption of minutes of previous meeting

Motion by Frey to adopt minutes of April meeting, 2nd by Miller, motion passed by 4/4 members present. No changes were made to draft minutes.

Agenda Item #6—HVAC for Dispatch Center

Matheny reported that bid letting process was not necessary because work was done in-house at far below threshold for bid letting. Matheny installed two booster fans and filter catchers. Combined air flow from both fans is too strong so Matheny has hired an electrician to install a rheostat to control fan speed. Combined fan volume exceeds need to provide adequate air circulation in dispatch room.

No voting action was taken by the Property Committee on this agenda item.

Agenda Item #7—Maintenance Dept. Update

Matheny completed annual service work on courthouse back-up electrical generator. Matheny reports that unexplainable oil consumption, possibly coming from valve covers. Engine is LP powered and generates 125 kilowatts of electricity. Matheny does start-up and run test every week on this generator.

Matheny reported that sewage drain pipe in southwest corner of basement are leaking; he will need to replace about 24 feet of pipe. This will cost about \$4000 and dollar amount is already budgeted. He will replace existing cast iron pipe with PVC pipe of 2” diameter.

Matheny reported that some jail doors locked shut when computer controls malfunctioned. forcing jail staff to use manually override with metallic keys. He reported that previous repair to computer matrix

use some new parts surrounded by old parts. He will be seeking quote for total replacement of automated lock system on doors.

Matheny reported another problem with one large jail door occurred because new paint job created thick layer of paint that prevented door from opening and closing. He was forced to grind off paint in order to make the door work properly. This door is warped; he has consulted Badger Stainless about making custom hinges that will allow this door to work correctly.

Matheny reported that tree replacement is on hold for this year; he will just do routine pruning of trees in front of courthouse.

Matheny reported that only one vendor appeared with bid for roof repair. This bid was accepted, but bidder has yet to post bond for project. Matheny expects roof repair should start about mid-July.

Matheny reported that he will rototill the small back lawn and spread roof gravel on this spot, since soil only will grow weeds.

Matheny reported that two bids were submitted for the replacement of the hot water storage tank for jail; Sheriff Anderson accepted the bid from Bartingale. Matheny anticipates a one-day job to shut off hot water and to install new tank.

Matheny reported that he is spending about one day per week working at Pietrek Park. He also has been spending some time at cell phone towers helping Dan Schreiner.

Matheny reported that all applications have been submitted for the full-time maintenance worker position. These applications will be reviewed by Matheny, Elsa Kulig, and Chuck Walek before the interviews began.

No voting action taken on this agenda item.

Agenda Item #8- Items for next agenda

Next agenda will include at least: Maintenance Department update, tour of impound shed after recess of meeting.

Agenda Item #9—Next meeting set for 9:00 AM, June 27, 2016.

Agenda Item #10—Committee adjourned at 10:02 AM.