

Trempealeau County Property Committee

Minutes from August 29, 2016 Regular Monthly Meeting, held in Wisconsin Room

Committee Members Present: Olin Fimreite, Richard Frey, Tim Zeglin, Chuck Walek, Sally Miller. This meeting was chaired by Walek. Fimreite left meeting for a dentist appointment at 10:45.

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

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

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

Agenda Item #3—Adoption of agenda

Frey moved to adopt agenda, second by Fimreite, all in favor, motion passed by 5/5 members present.

Agenda Item #4—Adoption of minutes of previous meeting

Motion by Miller to adopt minutes of July meeting, 2nd by Frey, motion passed by 5/5 members present. July meeting minutes were adopted without any changes.

Agenda Item #5—Public Comment period. No members of the public were present so the public comment period was waived.

Agenda Item #6—Space Needs

Frey reported that the Facilities Planning Committee had opened bids for a consultation project on Trempealeau County properties and that the committee had forwarded four bid proposals to the Executive/Finance Committee. The four firms whose bids were forwarded were: Ayres Associates, FM Solutions, ADG, and Potter/Lawson. Frey also reported that the Facilities Committee had learned that a former law office building, located across Main Street from the Courthouse, might also be available for sale or rent, and that this building could be adapted to house the present ARDC offices. Frey also reported that the possibility of converting the old TCHCC building to a state-operated AODA facility had been discussed at a meeting with State Attorney General Brad Schimel and State Representative Chris Danou, but no decision had been reached.

Supervisor Fimreite asked if any county-located firms had been considered for the bid; Frey replied that no county-located firms had replied to the bid proposal.

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

Agenda Item #7—Maintenance Dept. Update

Matheny reported that the roof repair had been completed on time. Walek asked if the new roof had been inspected. Matheny replied that inspectors from the roofing materials firm had taken core samples, but that he had not yet received any report.

Matheny reported that he had not received any complaints about problems in the courthouse building

No voting action taken on this agenda item.

Agenda item #8—2016 Budget.

No items from the 2016 budget were required to be considered.

No voting action taken on this agenda item.

Agenda Item #9-2017 Budget

Matheny distributed copies of his projected 2017 operating budget (Account No. 101.51600) to the committee and discussed all budget items on a line by line basis. Anticipated Levy Total for this budget was \$466,668.21.

Frey motioned to adopt this budget, 2nd by Fimreite, all votes in favor, so this account number will be forwarded to the Exec/Finance Committee for consideration.

Matheny distributed copies of the projected 2017 Security Screening budget (Account No. 101.51603) to the committee. This account number contains only one item, the salary for the security screening employee, in the amount of \$41,000.

Frey motioned to adopt this account number, 2nd by Fimreite, all votes in favor, so this account number will be forwarded to the Exec/Finance Committee for consideration.

Matheny presented numerous other project initiation forms for future upgrades or preventative maintenance concerning a variety of Courthouse building projects. The committee discussed these bid proposals at length, including a 20 minute recess. A consensus emerged among committee members that because of the present uncertainty about future expansion or remodeling plans for county buildings, the committee would only recommend the most urgent of the various future project plans that Matheny had submitted. Committee members expressed regret that because of least-cost decisions made by previous county supervisors, because of apparent lack of adequate preventative maintenance in the years since the courthouse had been built, and because of increased demands by outside agencies such as HIPPA for additional building functions, that for these reasons so many overdue or projected repairs to the building were now necessary. The most expensive plan was replacing all door locks in the building to reach HIPPA compliance, at a cost of about \$225,000. The committee deferred any action on this plan.

Four project initiation forms emerged from the committee discussion as projects of highest priority:

Replacement of all cast iron sewage (not water supply) pipes in the courthouse, at a projected cost of about \$100,000. All of these pipes are badly-corroded and many are in imminent danger of leaking; most pipes run through existing office and storage rooms.

Balancing the recently-installed HVAC system for more efficient operation, at a cost of \$23,0000. This should have been included in the original HVAC bid, which was let in 2012. Despite the recent HVAC installations, the building contains many hot or cold areas, and many heating/cooling runs exhibit annoying and persistent thumping noises while in operation.

Removal, stump grinding, and replacement of dying trees in front of Courthouse, at a cost of about \$5000.

Installation of a back-up sewage pump, at a cost of about \$5000.

Zeglin motioned to approve the four project initiation forms listed above, 2nd by Miller, 4/4 votes in favor, so these four project initiation forms will be forwarded to the Exec/Finance Committee.

Agenda Item #10--Items for Next Agenda

Next agenda will include at least: Maintenance Department update, Space Needs update, report on sale status of former gas station property in Whitehall.

Agenda Item #11—Next meeting set for 9:00 AM, September 26, 2016.

Agenda Item #12—Committee adjourned at 11:55 AM.