

Building, Grounds & Parks Committee

November 12, 2008
County Board Room

Call Meeting to Order: Diane Albrecht called the meeting to order at 10:00 a.m.

Members Present: Diane Albrecht, Mary Bix and Chuck Zenner

Members Absent: All members were present.

Other Attendees: Jeff Ludwig, Brad Ruesch, Joanne Schneveis and Bruce Strama

Approve Minutes: Bix/Zenner to approve the minutes of the August 22, 2008 meeting.
The motion carried.

Approve Agenda: Bix/Zenner to approve the agenda. The motion carried.

Review Taylor County Outdoor Recreation Plan: Brad Ruesch distributed a copy of the plan and asked that committee members review the plan prior to the next Building Grounds & Parks Committee meeting. The plan will be included on the next meeting agenda for action. Ruesch also noted that the timber sale located on the Spruce Lake property will be put out for bids in the near future with proceeds from the sale going to the Building Grounds & Parks Department.

Discuss any proposals related to operation of the Perkinstown Winter Sports Area: Joanne Schneveis was present for the discussion related to increasing the profit margins at the Sports Area. She noted that many of the former workers are not returning, which will result in lowering the cost of staffing as new employees will receive a lower hourly rate. She also suggested increasing the rates for tubing, ending the season by the first weekend in March and trying to limit the amount of days the area is open when whether is a factor in reduction of tubers. Schneveis will report changes in rates etc. to Strama along with a spread sheet showing daily attendance in the 2007-2008 season which Strama will forward to committee members for review to aid in future decisions concerning possible cost savings. There was no action taken, only suggestions promoting savings.

Discuss and act on Courthouse duress system: Ludwig stated that the duress system needs to be updated at an estimated expense of \$1,800.00. Accurate Controls Inc., the company that installed the system, and only vendor capable of the update, has been contacted and will make the necessary updates for \$1,800 according to Ludwig. Ludwig also reported that funding for the update is available in the Building & Grounds budget. Following further discussion, Zenner/Bix to approve the \$1,800.00 update of the duress system in the courthouse by Accurate Controls Inc. The motion carried.

Maintenance Report. Ludwig distributed a copy of the Report and reviewed it with committee members.

Next Committee Meeting: The next meeting of the Building, Grounds & Parks Committee will be by the call of the Chair, Diane Albrecht.

Adjournment: With no further business, Bix moved to adjourn the meeting; Zenner seconded. The motion carried. The meeting was adjourned at 11:18 a.m.

Bruce P. Strama, County Clerk

Building, Grounds & Parks Committee

September 26, 2008
County Board Room

Call Meeting to Order: Diane Albrecht called the meeting to order at 10:00 a.m.

Members Present: Diane Albrecht, Mary Bix and Chuck Zenner

Members Absent: All members were present.

Other Attendees: Jeff Ludwig, and Bruce Strama

Approve Minutes: Bix/Zenner to approve the minutes of the August 22, 2008 meeting.
The motion carried.

Approve Agenda: Bix/Zenner to approve the agenda. The motion carried.

Discuss and act on proposed Maintenance Department vehicle purchase: Ludwig distributed copies of quotes he had received from local dealers for new pickup trucks. He had received quotes for both two and four wheel drive vehicles. The quotes were GM, two wheel drive \$18,442 – four wheel drive \$21,093; Dodge, two wheel drive \$17,465 – four wheel drive \$20,461; and Ford, two wheel drive \$14,505 – four wheel drive \$17,770. Ludwig recommended purchase of the four wheel drive Ford at \$17,770. Following discussion of whether or not the four wheel drive option was necessary, Bix/Zenner to approve purchase of the four wheel drive Ford pickup truck for \$17,770. The truck according to Ludwig will be used mainly in the parks and Sports Area, pulling trailers etc. in all weather conditions making the four wheel drive more desirable. The motion carried.

Discuss and act on installation of an air conditioning system for the IT server room: Ludwig reported that since the new equipment has been installed in the IT server room, that on nights and weekends the temperature in that room has been excessively hot. Overheating could, according to Ludwig cause damage to the equipment in the server room. The main HVAC system in the courthouse is programmed to moderate temperatures on nights and weekends to save energy and would be an expensive route to solving the problem if it were left on the more extreme temperature settings during those periods. Ludwig has received a quote in the amount of \$4,097.00 for a stand-alone air conditioning unit, including installation that would address the problem. Following a short discussion, Bix/Zenner to approve purchase of the air conditioning unit for \$4,097.00 to be funded from the 2008 courthouse budget. The motion carried.

Maintenance Report. Ludwig distributed a copy of the report and reviewed it with committee members. The Winter Sports Area schedule and related issues will be placed on the next meeting agenda.

Next Committee Meeting: The next meeting of the Building, Grounds & Parks Committee was tentatively scheduled for October 24, 2008 at 10:00 a.m.

Adjournment: With no further business, Zenner moved to adjourn the meeting; Bix seconded. The motion carried. The meeting was adjourned at 10:54 a.m.

Bruce P. Strama, County Clerk

Building, Grounds & Parks Committee

August 22, 2008

County Board Room

Call Meeting to Order: Diane Albrecht called the meeting to order at 10:05 a.m.

Members Present: Diane Albrecht, Mary Bix and Chuck Zenner

Members Absent: All members were present.

Other Attendees: Jeff Ludwig, Bruce Strama and Mark Berglund (The Star News)

Approve Minutes: Bix/Zenner to approve the minutes of the June 4, 2008 meeting. The motion carried.

Approve Agenda: Bix/Zenner to approve the agenda. The motion carried.

Approve the fire alarm contract: Jeff Ludwig reported that the quote for the fire alarm contract is \$4,602.50. The original cost of the contract seven years ago was \$3,900.00 according to Ludwig. Zenner/Bix to approve the fire alarm contract as quoted, \$4,602.50. The motion carried.

Review and approve 2008-09 snowplowing contract: Ludwig reported that he had received a quote of \$8,000 from Dave Hartl for the 2008-09 winter season. The quote is the same as for the past season, with payments of \$4,000 due November 1, 2008 and March 1, 2009. Zenner/Bix to approve payment of \$8,000 to Dave Hartl for 2008-09 snowplowing. The motion carried.

Discuss and act on Maintenance Department vehicle purchase: Ludwig reported that several of the vehicles used by the department need to be replaced. The 1995 two-wheel drive and 1997 four-wheel drive trucks along with the van used in city according to Ludwig are worn out. He proposed buying one regular cab eight foot box four-wheel drive truck for maintenance department use at this time. There is approximately \$17,000 available in the equipment outlay account generally used to purchase lawn mowers, tractors or other large pieces of equipment which Ludwig proposed to use in purchasing the new truck. Zenner questioned the need for a four-wheel drive vehicle. Ludwig maintained that four-wheel drive is a must due to use at the parks and winter use at the Perkinstown Winter Sports Area. Following further discussion committee members directed Ludwig to get bids on both two and four-wheel drive trucks for review and approval when received.

Discuss and act on ALLTELL Lease agreement: Strama distributed copies of the portion of the original agreement which states that the lease will automatically renew unless there is written notice by either party of modification or termination within (180) days prior to the end of each five year term which will be on June 22, 2009. The current annual lease is for \$765.23. Bix/Zenner to have Strama contact ALLTELL, informing them that the lease is to be modified by increasing the amount to \$500.00 per month, much more in line with other tower lease agreements. The motion carried.

Review and update Taylor County Horse Arena Rules and Regulations: Strama distributed copies of the new list of rules which was reviewed by the committee members. Ludwig noted that the change to the rules is that all participants must now wear a helmet, which in the original rules only affected those under the age of 18. Bix/Zenner to adopt the updated rules and regulations as presented. The motion carried.

Discuss and act on parking lot repairs east of the Multipurpose Building: Ludwig reported that the parking lot east of the Multipurpose Building has been deteriorating and should be repaired, as he had noted in the prior meeting Maintenance Report. The lot according to Ludwig should be engineered, properly excavated, with curb and gutter installed and resurfaced. Ludwig has contacted highway department personnel in reference

to what expense can be expected for the repairs as they had resurfaced the lot on the east side of the same building a couple years earlier. The estimated cost of properly repairing the parking lot is between \$66,000 and \$70,000. At this time there is ample funding in the Fairgrounds budget to allow for the engineering of the project, estimated at \$6,000 to \$7,000. Engineering would allow for a more accurate estimate of the proposed project. Following further discussion, Bix/Zenner to approve engineering for the project at the estimated \$6,000 to \$7,000, to be funded using the Fairgrounds Driveway Outlay Account. The motion carried.

Review and approve the 2009 Maintenance Department Budget: Ludwig distributed copies of the proposed Maintenance Department Budget which had a total increase of \$4,150.00 or .9% over the 2008 Budget. He reviewed the proposed budget with committee members, pointing out that the increase was generally due to increase fuel and utilities within the buildings. Following the review, Bix/Zenner to approve the 2009 Maintenance Department budget as presented. The motion carried.

Maintenance Report. Ludwig distributed a copy of the report and reviewed it with committee members. The fees charged for winter rental space at the Fairgrounds has not been increased in several years according to Ludwig. This item will be discussed at a future meeting following appropriate comparisons along with other factors that may be taken into consideration.

Next Committee Meeting: The next meeting of the Building, Grounds & Parks Committee was tentatively scheduled for September 26, 2008 at 10:00 a.m.

Adjournment: With no further business, Bix moved to adjourn the meeting; Zenner seconded. The motion carried. The meeting was adjourned at 11:15 a.m.

Bruce P. Strama, County Clerk

Building, Grounds & Parks Committee

June 4, 2008

County Board Room

Call Meeting to Order: Diane Albrecht called the meeting to order at 10:03 a.m.

Members Present: Diane Albrecht, Mary Bix and Chuck Zenner

Members Absent: All members were present.

Other Attendees: Patricia Krug, Jeff Ludwig, Bruce Strama and Luke Klink (The Star News); Joanne Schneveis arrived at 10:08 a.m.

Approve Minutes: Zenner/Bix to approve the minutes of the April 28, 2008 meeting. The motion carried.

Approve Agenda: Zenner/Bix to approve the agenda. The motion carried.

Discuss and act on proposed smoking ordinance: Patty Krug was present as the proposed ordinance was discussed. Zenner questioned whether the ordinance is necessary. He stated that there are multiple pollutants that can affect the health of individuals including automobile exhaust along with other health concerns related to fast food. In reply, Krug stated that second hand smoke inflicts the dangers onto others whereas fast food only affects the individual consuming it. She felt the ordinance is a step in supporting the wellness program implemented by Taylor County. Zenner questioned the enforcement of the ordinance. Krug stated that there will be enforcement by some county employees once the ordinance is enacted. Krug feels the county should be a leader in our approach to wellness. Krug noted that signs will be posted to notify those wishing to smoke that smoking is only allowed beyond 25 ft of the entrances listed. Funding for the signage will be from the tobacco grant money. Zenner agreed to approval of submission of the ordinance to the County Board if it is amended to include all entrances to the buildings listed and not single out designated smoking entrances to those buildings. Bix/Zenner to approve submission of the smoking ordinance to the County Board following amendment which will remove designated smoking entrances from the ordinance and include all entrances to those buildings listed in the ordinance. The motion carried. Patricia Krug departed following the motion.

Perkinstown Winter Sports Area Report: Joanne Schneveis was present to report on the 2007-08 Winter Sports Area season. She reported that the hill opened on December 26th, and that from the 26th through January 1st there were 1,076 tubers. The total number of tubers for the season was approximately 4,500 in comparison to approximately 2,600 for the prior season, due to early snow cover and longer season. Food expense for the season was \$6,411 with an income of \$11,900 and a profit of \$5,525. The tubing revenue was \$28,610.00 with temporary salary expense of \$25,911 and the manager's salary of \$6,740. Jeff Ludwig felt that the improvement on food sales profit is a step in the right direction but that steps can be taken to improve the margin between tubing income and labor expense. The committee members understood that it is difficult to estimate the number of tubers and workforce required to safely operate the facility due to many factors including weather and other conflicting events. The Committee commended Schneveis for her efforts to improve and safely operate the facility. Schneveis departed at 10:45 a.m. following her report.

Discuss and act on placement of buoys at Miller Dam: Ludwig reported that the maintenance staff has in prior years placed a string of buoys in front of the dam at the Chequamegon Waters flowage in addition to the large sign informing boaters of the dams location. Each year in the spring the ice tears the cable from the moorings and the buoys are lost downstream. Each buoy's estimated cost is \$60 and with five or six buoys generally attached to the cable the estimated loss is between \$300 and \$400 annually. Ludwig has contacted City of Medford officials and has been informed that there is no requirement for placement of the buoys and that the city does not place them by the millpond dam. Ludwig

also noted that there are no buoys in front of the dam at the Mondeaux Dam flowage. Following further discussion Zenner/Bix to discontinue placement of the buoys at Miller Dam by Maintenance Department staff. The motion carried.

Discuss and act on bleacher purchase for fairgrounds use: Ludwig reported that he has contacted several companies requesting pricing for bleacher units. He stated that one company he has contacted has units that are 5 tiered with the capacity to seat 50 people at a cost of \$1,998 per unit. The same company will ship the units for free if two or more are purchased. Ludwig suggested purchasing three units for use at the horse arena at the fairgrounds. The units could be used elsewhere according to Ludwig, but would generally remain located by the arena. Bix/Zenner to purchase three sets of bleachers at the total cost of approximately \$6,000 as suggested by Ludwig. The motion carried.

Discuss and act on placement of memorial plaques on county property: Ludwig reported that he has received requests by individuals, that in honor or memory of others, would like to purchase a tree, have it planted on county property and place a plaque adjacent to the tree stating the honorary recipient. Ludwig noted that the City of Medford currently has a similar program. The county currently plants trees annually at county expense and with implementation of a program allowing planting in honor of others it will actually save the county money. Ludwig recommended a fee of \$150 for the tree, planting of the tree, a tree ring and plaque. Following further discussion, Bix/Zenner to approve implementation of a program to allow the planting of a tree and placement of plaque as discussed with the fee per tree of \$150.00. The motion carried. Albrecht abstained from voting on the motion.

Discuss and act on seal coat and striping for parking lots: Ludwig has received a quote from Fahrner Asphalt Inc. for \$7,361.84 to crack fill, seal coat and stripe the parking lot at Miller Dam. Last year's quote for the same parking lot was \$7,100.00, but included more crack filling which the majority of was done last year. Bix/Zenner to accept the \$7,361.84 bid by Fahrner Asphalt Inc. for crack filling, seal coating and striping of the parking lot at Miller Dam. The motion carried.

Discuss and act on Parking lot repairs at Human Services: Ludwig has contacted the Highway Department in reference to replacement of a portion of the parking lot at Human Services. He said that the center portion of the parking lot has deteriorated to the extent that it needs replacement. The estimated cost of replacement of the base coarse and asphalt is \$15,000.00. Ludwig plans to seal and stripe the entire parking lot in 2009 following replacement of the center portion as discussed. A portion of the parking lot is used by NTC, but the replacement of asphalt is not considered maintenance and will be totally funded by the county. Zenner/Bix to replace the portion of the parking lot at Human Services as discussed at the estimated cost of \$15,000.00. The motion carried.

Maintenance Report. Ludwig distributed a copy of the report and reviewed it with committee members. He noted that the parking lot on the East side of the Multipurpose building needs replacement which will include engineering, storm sewer work, curb and gutter, base preparation and asphalt. Ludwig estimate the cost of the project at roughly \$70,000.

Next Committee Meeting: The next meeting of the Building, Grounds & Parks Committee will be at the call of Chairperson Albrecht.

Adjournment: With no further business, Bix moved to adjourn the meeting; Zenner seconded. The motion carried. The meeting was adjourned at 11:23 a.m.

Bruce P. Strama, County Clerk

Building, Grounds & Parks Committee

April 28, 2008

Jury Room

Call Meeting to Order: Diane Albrecht called the meeting to order at 10:03 a.m.

Members Present: Diane Albrecht, Mary Bix and Chuck Zenner

Members Absent: All members were present.

Other Attendees: John Werner III, Jim Wood, Larry Brandl, Jeff Ludwig, Bruce Strama and Luke Klink (The Star News)

Approve Minutes: Bix/Zenner to approve the minutes of the March 19, 2008 meeting. The motion carried.

Approve Agenda: Bix/Zenner to approve the agenda. The motion carried.

Discuss Airport Maintenance: Jeff Ludwig outlined the roll that the county maintenance department has played related to work performed at the airport in the past. He stated that the Maintenance Department has not included the airport when budgeting, but when requested to aid in a project, if time allowed, the maintenance staff has assisted. He also stated that the department would continue to assist at the airport in the future, but that he does not want to be responsible for airport maintenance. John Werner asked what has changed that has prompted Ludwig and the Maintenance Committee to request that the County Code be amended to remove the airport from the list of buildings and grounds Ludwig's department is responsible for. Ludwig felt that the airport has never actually been his responsibility but with the expansion wants it made clear that is the case. With the expansion additional maintenance funding and staff will be required. Mary Bix suggested that since the demand for both funding and staff will increase as the airport expands that the issue should be addressed by the Airport Committee during the budget process for 2009 and in the future. Werner requested that if the airport is removed as one of the maintenance department responsibilities in the County Code that the Code include within that same section of the code that the maintenance department will assist other county departments if time permits. There was further discussion prior to a Bix/Zenner motion to remove the airport as one of the responsibilities of the building & grounds department within the County Code and include in the Code that the department will assist other county departments if requested and time permits. The motion carried.

Discuss and act on smoking ordinance: Neither Ludwig nor Strama had received the updated ordinance for action. Zenner/Bix to table the issue. The motion carried.

Discuss and act on HVAC service agreement: Ludwig reported that he has contacted Complete Control Inc. in relation to the 2008 HVAC service agreement and the cost of the agreement for 2008 at \$13,101.00 is the same as 2007 agreement. Bix/Zenner to approve the HVAC service agreement with Complete Control Inc. for 2008 in the amount of \$13,101.00. The motion carried.

Discuss funding for blinds in the county board room: Ludwig reported that the window trim replacement has proceeded at an accelerated rate and that there are only a few windows remaining in higher traffic rooms that will be completed by maintenance staff prior to beginning outdoor activities. The maintenance staff has spent the past month working on the trim at every opportunity. In many offices the old blinds have been cut down to fit the new trim as departments have not budgeted for new blinds and staff in those offices has no problem using the old blinds. The blinds in the county board room are in rough shape and should be replaced according to Ludwig. The estimated cost of replacing the blinds on the ten windows in the county board room is between two to three thousand dollars with the funds available in the repair and maintenance of courthouse building

account in the maintenance budget. Zenner/Bix to approve funding to replace the blinds in the county board room of the courthouse. The motion carried.

Discuss and act on seal coat for parking lots: Ludwig had requested an estimate for crack filling, seal coating and striping the parking lot at Miller Dam, but did not receive the quote at this time. Ludwig noted that the quote was \$7,164 in 2007. Zenner/Bix to table the issue until the next Building & Grounds committee meeting. The motion carried.

Discuss and act on Fair Board requests: Zenner informed those present that the Fair Board is requesting 51 gate panels which will allow a team penning event to be held at the 2008 Taylor County Fair. The panels may also be set up for other events as required. The cost of the panels is \$4,080.00 which will be taken from the horse barn account at the fairgrounds. The Fair Board has also requested permanent bleachers be placed around the horse arena so more events can be held in the arena with seating for spectators. Ludwig reported that the ground in the arena makes it more suitable for the events at less expense than in front of the grandstand where the soil had to be removed and replaced for different events. The maintenance staff has moved bleachers in and out as necessary in the past, but with more events being held in the arena this has become more difficult. The number of bleachers needed will be determined and reported at a future meeting. Bix/Zenner to approve purchase of the gate panels requested by the Fair Board at the cost of \$4,080.00 with funding from the horse barn account in the fairgrounds budget. The motion carried.

Maintenance Report. Ludwig distributed a copy of the report and reviewed it with committee members. He noted that there was a waterline break under the parking lot on the west side of the Multi-Purpose Building. He reported that the line on the west side will be abandoned with a new access from the east side of the building where the parking lot is not in good shape and trenching will not be an issue as it would if repairs were made under the new parking lot on the west. He also reported that he has been contacted by Forestry & Rec. department head, Brad Ruesch in reference to removal of trees at Spruce Lake. Ruesch has visited the area and feels there should be some thinning of that forested area. Ruesch would like to showcase the program "Log a Load for Kids" which is designed to promote forestry, teaching kids techniques in forestry when the thinning is done. Zenner/Bix to approve thinning of the forest at Spruce Lake and to include the "Log a Load for Kids" program. The motion carried.

Bix/Zenner to go into closed session at 11:12 a.m. pursuant to Wis. Stats. 1985(1)(c) for the purpose of evaluating the Maintenance Director. The motion carried.

Bix/Zenner to reconvene into open session at 11:21 a.m. pursuant to Wis. Stats. 1983 to act on matters discussed in closed session. The motion carried.

Bix/Zenner to approve the evaluation of the Maintenance Director as discussed in closed session. The motion carried.

Next Committee Meeting: The next meeting of the Building, Grounds & Parks Committee will be at the call of Chairperson Albrecht.

Adjournment: With no further business, Bix moved to adjourn the meeting; Zenner seconded. The motion carried. The meeting was adjourned at 11:26 a.m.

Bruce P. Strama, County Clerk

Building, Grounds & Parks Committee

March 19, 2008

County Board Room

Call Meeting to Order: Diane Albrecht called the meeting to order at 11:00 a.m.

Members Present: Diane Albrecht, Mary Bix and Chuck Zenner

Members Absent: All members were present.

Other Attendees: Jeff Ludwig, Bruce Strama and Luke Klink (The Star News)

Approve Minutes: Bix/Zenner to approve the minutes of the January 17, 2008 meeting. The motion carried.

Approve Agenda: Bix/Zenner to approve the agenda. The motion carried.

Update Maintenance Director's Computer used to run systems within the courthouse: Jeff Ludwig informed committee members that the computer currently use to control the heating and ventilation systems in the courthouse addition is not capable to perform that task. He stated that he is still using the original version of the software designed for running the systems and that the eighth version is now recommended. The computer currently in use will not accept the updated software. The cost of the computer itself is \$899.00 and the current software is priced at \$3,985.00. Zenner asked whether it may be more cost effective to upgrade more often rather than get so far behind. Ludwig thought that would not be the case, but will check to make sure. Ludwig stated that the purchase could be made within the current budget. Bix/Zenner to approve purchase of a new computer for \$899.00 and the latest version of software required to run the heating and ventilation systems within the Courthouse for \$3,985.00. The motion carried.

Discuss and act on an ordinance to amend Section 2.08(1)(a), Buildings, Grounds, and Parks Committee, Taylor County Code: Ludwig noted that the Airport Manager feels that it is the Building, Grounds and Parks Department responsibility to handle the maintenance at the Airport. In the Taylor County Code the Airport is included as one of the areas of responsibility for the department but no money has been budgeted in past years for that maintenance. It was also noted that maintenance of the Airport is included in the job descriptions of both the manager and assistant at the Airport. Maintenance is also included as a line item in the Airport annual budget. The maintenance department staff has assisted on numerous projects at the Airport as time allows, but Ludwig stated assistance is not always possible due to the demand of staff to maintain the other county facilities. Ludwig went on to explain that department staff wages are divided by facility budgets, and that there is no funding in the Maintenance Department for Airport maintenance. His suggestion was to amend the Taylor County Code by removing the Airport buildings as a responsibility of the Maintenance Department. He stated that Maintenance Department staff will continue to assist if requested and time will allow. Following the discussion, Bix/Zenner to approve the ordinance to amend Section 2.08(1F)(a), Buildings, Grounds, and Parks Committee, Taylor County Code. The motion carried.

Discuss and act on renovation requests at the Education Center: Ludwig has been contacted by the Dean at the Education Center requesting renovations at the Center to reduce room sizes to allow a larger number of smaller classes. Ludwig stated that in the past the requests at the Education center have been to remove walls to allow for larger class rooms. The Dean informed Ludwig that the requests have been prompted by the demand by businesses for education of a smaller number of the workers with respect to a specific program or topic. There has also been more demand at the regional centers due to the increased cost of travel to the main campus. Ludwig estimated that the cost to the county would not exceed \$10,000 with a 50% match by NTC and that the \$10,000 is available in the Maintenance Department budget for the renovations. Zenner/Bix to

approve requested renovations under direction of the Maintenance Department Director. The motion carried.

Maintenance Report. Ludwig distributed a copy of the report and reviewed it with committee members.

Next Committee Meeting: The next meeting of the Building, Grounds & Parks Committee will be set when Maintenance Director Ludwig and Chair Person Albrecht deem it necessary.

Adjournment: With no further business, Bix moved to adjourn the meeting; Zenner seconded. The motion carried. The meeting was adjourned at 10:34 a.m.

Bruce P. Strama, County Clerk

Building, Grounds & Parks Committee

January 17, 2008

County Board Room

Call Meeting to Order: Diane Albrecht called the meeting to order at 11:01 a.m.

Members Present: Diane Albrecht, Mary Bix and Chuck Zenner

Members Absent: All members were present.

Other Attendees: Jeff Ludwig, Bruce Strama and Luke Klink (The Star News)

Approve Minutes: Zenner/Bix to approve the both the minutes of the December 7, 2007 meeting and the agenda. The motion carried.

Review and act on a revised proposal to lease space on the county owned tower by db Wireless, Inc: Strama distributed copies of the lease to members of the committee and reviewed the change from the previous lease that included as compensation a free wireless service for Taylor County along with the \$500 monthly payment allowed for use of space on the county owned tower near lake Esadore. Strama had contacted several communities including the Cities Abbotsford and Colby which have agreed to the \$500 monthly payment which is equal to the offer to Taylor County by db Wireless Inc. for use of the tower. Following an explanation by Mary Bix of the free service and how it may be used following a trial period by the IT department; Zenner/Bix to approve the contract With db Wireless Inc. Bix asked if Corporation Counsel Steve Anderson had reviewed the contract, which Strama stated that he had, but that he had not since the minor revision of the contract. Strama will have Anderson review the amended contract prior to signing of the contract.

Discuss and act on a proposed ordinance related to tobacco free designation for several Taylor County sites: Mary Bix reviewed the proposed ordinance with committee members. Bix as a member of the Board of Health which has approved the proposed ordinance stated that smoking outside of some of the county buildings has become an issue. She stated that at the Education Center, even though no smoking signs have been posted, smokers continue to block the entrance to the building and that persons entering the building are forced to breath in the smoke. She also stated that there have been complaints from the Treasurer's Office located in the Courthouse about the smell of smoke from those smoking near the west entrance. The properties included in the proposed ordinance were the Courthouse, Human Services, USDA, Education Center and the Community Building in Gilman. Five dollar citations would be issued to those not abiding by the ordinance following a six month warning period. There was further discussion during which Zenner stated that he would not support the ordinance, feeling that smoking outside county buildings is not a serious problem. Mary Bix motioned to approve the proposed ordinance and with no second, the motion failed.

Maintenance Report. Ludwig distributed a copy of the report and reviewed it with committee members noting that the plumbing in the original portion of the courthouse is not in the best of shape and may need attention in the future. He also stated that he does not have blueprints showing where the plumbing was originally run which could pose problems when addressing replacement of piping. Strama stated that he had been informed that there is legislation to be acted on in 2008 which would require any plumbing to be performed by a master plumber. If this legislation were to pass it may be at a great expense to the county. Strama encouraged committee members to contact their legislators in reference to the proposed legislation. Chuck Zenner departed at 11:28 a.m.

Next Committee Meeting: The next meeting of the Building, Grounds & Parks Committee will be set when Maintenance Director Ludwig and Chair Person Albrecht deem it necessary.

Adjournment: With no further business, Bix moved to adjourn the meeting; Albrecht seconded. The motion carried. The meeting was adjourned at 11:37 a.m.

Bruce P. Strama, County Clerk