

## **Buildings, Grounds and Parks Committee**

November 9, 2011

Third Floor County Board Room

**Call Meeting to Order:** Diane Albrecht called the meeting to order at 9:00 a.m.

**Members Present:** Diane Albrecht, Lester Lewis, Charles Zenner

**Members Absent:** none

**Other Attendees:** Jeff Ludwig, Diane Niggemann, Dave Krug (arrived at 9:10 a.m.), Mark Berglund; Star News (arrived at 9:18 a.m.)

**Approve Minutes.** A motion was made by Zenner, seconded by Lewis, to approve the minutes of the October 13, 2011, Buildings, Grounds and Parks Committee meeting. A unanimous vote cast, the motion carried.

**Approve Agenda.** A motion was made by Lewis, seconded by Zenner, to approve the agenda with nine items. A unanimous vote cast, the motion carried.

**Gilman Cheese warehouse lease.** Jeff Ludwig, Maintenance Director, was present to answer questions regarding the lease. It was stated that the last sentence of the lease should say "The lessor shall maintain the heat level at 50 degrees." A motion was made by Lewis, seconded by Zenner, to approve the lease with the Gilman Cheese Corporation with the correction. A unanimous vote cast, the motion carried.

**County Building Policy.** Discussion was held regarding signage for the concealed carry law. A motion was made by Lewis, seconded by Zenner, to put signage up at the Courthouse (all unsecured entryways), Education Building (all unsecured entryways), Federal Building (all unsecured entryways), Human Services Building (one unsecured entryway) and the Commission on Aging offices (two unsecured doors) to address employee safety concerns. The committee stated also that if a Department Head requests a sign for safety reasons, the committee will consider at that time. A unanimous vote cast, the motion carried. The signs will be put up as soon as Jeff gets them.

**Perkinstown Winter Sports Area project.** Jeff Ludwig, Maintenance Director, updated the committee on the Perkinstown Winter Sports Area project. He stated that excavation is complete and done according to plan. There is a two year time frame to complete the project. Ludwig would like to get three parking lot lights back up before the winter season. No action was taken on this item.

**ADRC office space.** Diane Niggemann, COA Director, and Dave Krug, ADRC Committee member, were present to discuss with the committee the request for offices for the ADRC employees. The Greater Wisconsin Agency on Aging Resources (GWAAR) is encouraging the offices to be co-located with the Commission on Aging agency. Jeff Ludwig worked with Diane Niggemann to develop a drawing that had two offices, a conference area and reception area. Discussion was held regarding the drawings. It was moved by Zenner, seconded by Lewis, to allow the Commission on Aging department and a storage room in the Historical Museum to be remodeled into ADRC offices which will consist of three offices and a conference room with the size of the offices to be decided. A unanimous vote cast, the motion carried. Jeff Ludwig will update the committee at the next meeting with the final drawing of the remodeling.

**Adjournment.** A motion was made by Zenner, seconded by Lewis, to adjourn at 10:07 a.m. A unanimous vote cast, the motion carried.

**Secretary:** Linda Daniels

## **Building, Grounds & Parks Committee**

October 13, 2011  
County Board Room

**Call Meeting to Order:** Diane Albrecht called the meeting to order at 8:30 a.m.

**Members Present:** Diane Albrecht, Chuck Zenner and Lester Lewis

**Members Absent:** All members were present.

**Other Attendees:** Jeff Ludwig, Tom Hand, Ray Soper, Dave Lemke, Arlen Albrecht, Bruce Strama and Brian Wilson (The Star News), who arrived at 8:35 a.m.

**Approve the minutes:** Lewis/Zenner to approve the minutes of the September 2, 2011 meeting. The motion carried.

**Approve the Agenda:** Zenner/Lewis to approve the Agenda. The motion carried.

**Discuss and act on Gilman Cheese warehouse lease:** Jeff Ludwig explained that the county has the need for additional storage space and that the current warehouse space rented by Gillman Cheese would be sufficient to handle the county's needs. Currently the county rents the additional space required for storage of impounded vehicles, while renting space to Gilman Cheese. He also noted that the agreement with the Gillman Cheese Corporation requires keeping the temperature in the Gilman Building at 50 degrees during the winter months which has become expensive, with an estimated \$140 increase in monthly heating expense over the past several years. The increase is also affected by the constant opening and closing of the overhead doors and lack of insulation in the building. Tom Hand, Owner/Manager of the Gilman Cheese Corporation had been informed of the proposal to discontinue the lease and stated that he would be willing to pay additional rent if he were allowed to continue leasing the building. He stated that there is no comparable space for rent in the Gilman area at the present time and that the estimated cost for construction of a similar building is \$300,000 which would be hard to swing at this time due to the 1.5 million dollar expenditure for an addition to the plant this year. When questioned about a timeframe of when the corporation might be able to build or buy a suitable warehouse, Hand stated that if he were able to lease the area for two or three more years that should be sufficient. Following further discussion, Zenner/Lewis to continue the lease through 2013, at a rate of \$750 per month to take affect in January of 2012, and to include a third year option for 2014 to be discussed by the Committee in the middle of 2013. The motion carried.

**Review and act on a campus trail zoning request:** About a half dozen concerned citizens were present for the discussion. Ludwig had been contacted with a couple different requests, one of which is to include the acreage owned by the county adjacent to the Education Center/Human Services Building be designated as part of the county parks system and the other request, to have that same acreage rezoned W1 in place of the current R1 Zoning. Ludwig stated that neither of the actions requested would have formal restrictive effect if the county decided to sell the property. It may however affect the sentiments toward sale or expansion upon the property. Committee members agreed that the property should be included in the parks system, but were not agreeable to the requested zoning change. Ludwig agreed that designating the area as a county park would allow his department to budget for trail maintenance etc. which is currently being done with funds from other accounts. Other benefits of the green space brought up by those in attendance included, other than the use for hiking, skiing and snowshoeing, the importance of the area as a buffer between homes and the industrial park and as a buffer between homes and the mink ranch to the East. Lewis/Zenner to move ahead on the plan to include a portion of the property in the county parks system. The motion carried. Ludwig will work on getting the area surveyed and will obtain areal maps which will be useful when making the decision on where the lines will be drawn for park boundaries especially around the current buildings and established parking lots.

**Update on Perkiinstown Winter Sports Area Project:** Ludwig reported that He and Kyle Noonan from the Land Conservation Office have been in contact with the DNR and have received the permit that is required prior to beginning excavation at the site. The DNR however does not have a copy of the storm water runoff plan which has been completed but will need to be completed again as the DNR cannot find the original paperwork. Ludwig expected to have that completed by October 17<sup>th</sup> when excavation could begin. Several of the citizens present for the campus trail issue on the agenda were interested in seeing more activities at the Winter Sports Area with the committee members in agreement. Ludwig also noted that due to the extended delay, waiting for permits, that volunteer equipment and labor is hard to come by, as demand is high in the construction industry as we are nearing the end of the construction season. Zenner/Lewis to approve use of funds within the Winter Sports Area budget for reimbursing contractors that may be available to begin excavation. The motion carried.

**Discuss and act on concealed-carry in county buildings:** Committee members felt it appropriate to have an ordinance drafted by Strama stating that no weapons are allowed in any county buildings, with Lewis/Zenner making a motion to that effect, which carried unanimously.

**Maintenance Report:** Ludwig distributed copies of the Maintenance Report and reviewed the report with committee members. Following review, Ludwig noted, as he had at the previous meeting, that numerous concrete sidewalks and slabs county-wide are deteriorating, as are a couple parking lots.

The next meeting date will be by call of the chair.

**Adjournment:** With no further business, Zenner moved to adjourn the meeting with a second by Lewis. The motion carried. The meeting was adjourned at 9:27 a.m.

Bruce P. Strama, County Clerk

## **Building, Grounds & Parks Committee**

September 2, 2011  
County Board Room

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

**Members Present:** Diane Albrecht, Chuck Zenner and Lester Lewis

**Members Absent:** All members were present.

**Other Attendees:** Jeff Ludwig, Bruce Strama and Brian Wilson (The Star News), who arrived at 10:03 a.m.

**Approve the minutes:** Lewis/Zenner to approve the minutes of the July 14, 2011 meeting.  
The motion carried.

**Approve the Agenda:** Lewis/Zenner to approve the Agenda. The motion carried.

**Discuss and act on 2012 Simplex fire alarm contract:** Jeff Ludwig reported that the annual contract with Simplex has increased by \$282.00, from \$5,103.00 in 2011 to \$5,385.00 in 2012. The contract includes back flushing the sprinkler system and range hood inspection twice a year and inspecting smoke heads and heat detectors annually among other inspection services. Simplex systems are located in both the courthouse and the education building. Following discussion, Zenner/Lewis to approve the 2012 Simplex fire alarm contract for \$5,385.00. The motion carried.

**Update on Perkinstown Winter Sports Area Project with appropriate action:** Ludwig reported that changes in permit requirements have delayed the appropriate permitting and that additional time restraints have been realized due to a requirement that the application/permit be published for 30 days prior beginning work and that the required DNR posting has not been received at this time.

**Discuss and act on proposed fairgrounds improvements:** Following a tour of the fairgrounds with the Taylor County Workman's Comp provider (Argent), a couple of issues arose in respect to employee safety on the grounds. The first issue was related to shoveling snow from the roofs of buildings located at the fairgrounds. Employees are required to wear harnesses, and be tethered to anchors while shoveling snow from roofs, so that equipment has been ordered and anchors will be installed. There is also an issue with a confined space, which is an underground vault where water meters and valves are located at the fairgrounds. Ludwig proposed erecting a building over the vault in which the meters could be placed and appropriate valve access located in order that employees would no longer have to enter the underground vault to shut off water to areas of the fairgrounds. Ludwig has not gotten a firm estimate of cost of the proposed building, but felt the cost may be roughly \$10,000, an expense which he has been budgeting for in past years. Zenner/Lewis to approve completion of the projects as proposed by Ludwig. The motion carried.

**Review and act on proposed 2012 Maintenance Department Budget:** Ludwig distributed copies of the proposed budget with a 1.4% decrease in the overall budget. During the review of the Maintenance Department budget discussion included the Western Senior Center, which had a budget of \$10,150.00, with \$5,000.00 of that amount for heat. Lewis questioned the continuance of leasing a portion of the Building to Gilman Cheese Inc. He felt it may be in the county's best interest to use the building for impounded Sheriff's Department vehicles and related items currently being stored in buildings rented by the Sheriff's Dept. If used only for impounded vehicles the fuel usage would be reduced dramatically in comparison to the amount of fuel required to keep the building at 50 degrees as specified in the current contract with Gilman Cheese Inc. Following discussion, Lewis/Zenner to terminate the lease by the end of 2011, with Strama to notify Gilman Cheese Inc. of the decision. There was further review of the proposed budget prior to a

Zenner/Lewis motion to approve the 2012 Maintenance Department budget as submitted. The motion carried.

**Discuss on 2011/2012 snowplowing quotes:** Ludwig informed committee members that he had gotten quotes from JR's Snowplowing of \$6,325.00 and Dave Hartl & Sons of \$8,000.00. Ludwig informed committee members that he felt the service received from JR's was lesser than that from Hartl, but adequate. Following discussion, Zenner/Lewis to approve contracting with JR's Snowplowing for snowplowing services for the 2011/2012 season at \$6,325.00. The motion carried. Ludwig and Strama were directed to draft a contract with more specific to requirements for future use to assure the county is getting the type of service they desire.

**Maintenance Report:** Ludwig distributed copies of the Maintenance Report and reviewed the report with committee members. F2011 Taylor County Fair activities were reviewed with consensus that the 2011 annual fair had been a success. Taylor County Corporation Counsel, the "Schmiege Law Firm" has informed Ludwig that in their opinion Taylor County is not responsible for the Chelsea Lake Dam. Ludwig noted that numerous concrete sidewalks and slabs county-wide are deteriorating and will need replacement in the near future. He will also be working on a maintenance request system which will allow departments to request Maintenance Department assistance via email, also allowing Ludwig to organize/prioritize requests and help him keep track of staff.

The next meeting date will be by call of the chair.

**Adjournment:** With no further business, Zenner moved to adjourn the meeting with a second by Lewis. The motion carried. The meeting was adjourned at 11:25 a.m.

Bruce P. Strama, County Clerk

## **Building, Grounds & Parks Committee**

July 14, 2011

County Board Room

**Call Meeting to Order:** Diane Albrecht called the meeting to order at 8:00 a.m.

**Members Present:** Diane Albrecht, Chuck Zenner and Lester Lewis

**Members Absent:** All members were present.

**Other Attendees:** Ken Schmiede, Jeff Ludwig, Dave Lemke, Larry Peterson, Brad Ruesch, Joanne Schneveis, and Bruce Strama. Mark Berglund (The Star News) Arrived at 8:06 a.m.

**Approve the minutes:** Lewis/Zenner to approve the minutes of the previous meeting. The motion carried.

**Approve the Agenda:** Zenner/Lewis to approve the Agenda. The motion carried.

**Discuss and act on Chelsea Lake Dam issue:** Brad Ruesch informed committee members that an inspection of the Chelsea Lake Dam is scheduled for 2014. The issue is that the dam/dike was originally built by the Chelsea Conservation Club and is situated on parcels of land owned by several entities including Taylor County and when the inspection takes place a party responsible for the dam will need to be identified. Schmiede reported that there is a lack of documentation for past transactions concerning the dam but he will continue to investigate the issue to resolve ownership. At this time Schmiede felt that the county is not responsible for the dam or its maintenance. Grant money may be available for necessary repairs, but an application for funds would be dependent on there being a legal owner of the dam. There was no action at this time.

**Discuss and act on USDA renovation request:** Ludwig has received a request for a renovation at the Science Building. He and Committee Chair Albrecht visited the building earlier in the week to review the requested renovation area. A door would have to be situated in a load bearing wall along with masonry work and engineering. The office requiring the renovation is currently being occupied by PRIRUTA with no compensation to the county. Accessibility is available through two other USDA offices, but the USDA will not allow use of one of the offices as entry since some restructuring has taken place and the RC&D office is no longer part of the USDA. The other access is through Deb Esselman's office. Zenner voiced his support of PRIRUTA but did not feel renovation was warranted. There was further discussion of other office space being offered with some concern over the lack of rental fees being paid. Following discussion, Lewis/Zenner to make no structural changes at this time. The motion carried.

**Update on Perkinstown Winter Sports Area Project with appropriate action:** Ludwig reported that applications have been submitted for all of the permits required to progress with the project. The original plans had to be altered somewhat, but any issues have been resolved and work will begin once the permits are received. Dave Lemke noted that a contractors meeting will be held prior to beginning excavation in order to schedule for the project, and that local contractors offering services will be reimbursed for fuel and if required to work extra hours will be paid for those services. Oryn Construction has also offered to donate some materials for the parking lot project. Lemke also reported that several more trees may be removed to allow viewing of the tubing hill from the parking lot. Committee members discussed removal of additional trees on the property to enhance growth of the forest and for general clean-up. Members agreed that there should be some select-cleanup of the property but not an active timber sale.

**Discuss and act on Maintenance Department equipment purchase:** Ludwig made a request to purchase a snowblower for the new Kabota mower unit for \$3,800.00. He stated that following the completion of the STH-13 project snow removal will be required for an

additional ¼ to ½ mile of sidewalk adjacent to the highway. The Department has been using the tractor with the front bucket in some instances in addition to the snowblower on the Steiner mower unit to remove snow from sidewalks. Ludwig stated that using the tractor and bucket is time consuming, as each bucket must be dumped to the side of the removal area, which is difficult when removing snow from sidewalks. The department budget has funds available for the purchase. Lewis/Zenner to approve purchase of a snowblower for the Kabota for \$3,800.00. The motion carried.

**Maintenance Report:** Ludwig distributed copies of the Maintenance Report and reviewed the report with committee members. Ludwig noted that the Workers' Comp carrier has been in contact with him and that some projects which were completed by the department staff in the past will no longer be allowed without purchase of additional safety related equipment. The liability associated with those projects may require contracting out projects currently done in house, which will require additional funds. He has also been in contact with Jess Sackmann in reference to replacement of the roof on the grader shed. The Highway and Maintenance departments will be sharing the cost for replacement which is scheduled for the fall of 2011. The estimate for replacement in 2010 was \$15,489.00 which should still be in the ball park and has been budgeted.

**At 9:10 a.m. Lewis/Zenner to go into closed session pursuant to Wis. Stats. 1985 (1)(c) for the purpose of evaluation of the maintenance director: The motion carried on a unanimous roll-call vote.**

**At 9:25 a.m., Zenner/Lewis to reconvene into open session pursuant to Wis. Stats. 1983 to act on matters discussed in closed session:** Zenner/Lewis to approve the evaluation of the maintenance director as completed in closed session. The motion carried.

The next meeting date will be by call of the chair.

**Adjournment:** With no further business, Lewis moved to adjourn the meeting with a second by Zenner. The motion carried. The meeting was adjourned at 9:26 a.m.

Bruce P. Strama, County Clerk



## **Building, Grounds & Parks Committee**

May 10, 2011

County Board Room

**Call Meeting to Order:** Diane Albrecht called the meeting to order at 9:00 a.m.

**Members Present:** Diane Albrecht, Chuck Zenner and Lester Lewis

**Members Absent:** All members were present.

**Other Attendees:** Jeff Ludwig, Dave Lemke, Dave Soper, Arlen Albrecht, Brian Wilson (The Star News) and Bruce Strama. Joanne Schneveis Arrived at 9:13 a.m.

**Approve the minutes:** Zenner/Lewis to approve the minutes of the previous meeting. The motion carried.

**Approve the Agenda:** Lewis/Zenner to approve the Agenda. The motion carried.

**Update of proposed ADRC implementation and required action:** Ludwig reported that he had been contacted by Diane Niggemann to inform him that no action or discussion is required at this time.

**Discuss and act on a request for rental of a county facility by the Humane Society:** The Humane Society had asked to rent the community center for a Spay/Neuter Mobile Clinic location. Lester Lewis reported that the Health Department would not allow use of that facility for the clinic and no action was taken. Committee members were in support of the clinic and questioned if there was another county facility available for the purpose. Jeff Ludwig reported that no other facilities appropriate for the clinic are heated year-round which would be a requirement.

**Review and approve 2011 Complete Control Inc. Contract:** Ludwig reported that the service contract with Complete Control Inc. for 2011 needs to be approved. The contract is for \$11,000, the same as the 2010 contract which had run through March 2011. Ludwig did note that the contract was reduced by \$2,500 in 2010 to allow the department to hire part-time summer help, and that the hours received for the reduced amount were not sufficient to cover the services required. He also noted that the rate for purchasing additional hours of service was not that much higher than the hourly rate in the original contract. According to Ludwig all of the savings related to the \$2,500 reduction were not spent on the additional service hours required and that he did not end up hiring summer help, so some savings were experienced. Lewis asked if Ludwig has intentions of hiring summer help in 2011. Ludwig reported that he has been working with the CEP office and that he may get two part time workers at no expense barring changes in the CEP state budget.

**Update on Perkinstown Winter Sports Area Project with appropriate action:** Ludwig reported that he had met with Jon Kleist from the Department of Natural Resources and that Kleist has determined what must be included in the proposed project. The additional requirements that must be included in the project due to the determination that the wetlands adjacent to the project are considered a navigable stream will be an estimated \$19,000. Ludwig is working with the Land Conservation Department in an effort to lower that estimated cost, but has not received information as to any savings at this time. There was an extended discussion of possible alternatives with no concrete solutions. Following discussion, due to the additional funding required, Lewis/Zenner to approve submission of a resolution to the County Board requesting funding not to exceed \$25,000 for the expansion and improvements to the Perkinstown Winter Sports Area parking lot. The motion carried. Arlen Albrecht reported that the application for grant funding for the purpose of either building new or an addition to the current structure at the area is due by July 15, 2011 if it is to be considered in 2011. The ad hoc committee has recommended slowing the procedure down at this time, which following further discussion was agreed to by the

Building Grounds & Parks Committee even though not applying in 2011 would mean that construction of either a new building or an addition would not take place until at least 2013.

**Maintenance Report:** Ludwig distributed copies of the Maintenance Report and reviewed the report with committee members. Ludwig noted that the asphalt in the courthouse parking lot, in his consideration, will require extensive renovation if not complete replacement in the not so distant future as the base is becoming spongy in several areas. The maintenance of the courthouse has also become more expensive due to the age of the courthouse expansion. According to Ludwig and Zenner, there will be changes at the fairgrounds related to the decrease in animals in the dairy barn. The proposal being discussed by the Fair Board would continue to use on half of the barn for dairy animals, one quarter for beef animals and one quarter for horses.

Ludwig also distributed a copy of the 2010/2011 Perkinstown Winter Sports Area financial activities. It showed a net surplus of \$4,102.40 for the tubing season. The surplus was \$8,830.43 in 2010, down \$4,728.03.

The next meeting date will be by call of the chair.

**Adjournment:** With no further business, Zenner moved to adjourn the meeting, Lewis seconded. The motion carried. The meeting was adjourned at 11:24 a.m.

Bruce P. Strama, County Clerk

**Building, Grounds & Parks – Perkinstown Winter Sports Area Expansion Sub-Committee**

April 13, 2011

County Board Room

**Call Meeting to Order:** Chuck Zenner called the meeting to order at 8:30 a.m.

**Members Present:** Chuck Zenner, Ray Soper, Dave Lemke, Arlen Albrecht and Jeff Ludwig. Bruce Strama arrived at 8:40 a.m.

**Members Absent:** Brian Wilson

**Other Attendees:** Joanne Schneveis

Arlen Albrecht had assisted in recording minutes until Strama arrived at 8:40 a.m.

**Approve the minutes of the February 25, 2011 meeting:** Lemke/Soper to approve the minutes from the previous meeting. The motion carried.

**Approve Agenda:** Lemke/Soper to approve the agenda. The motion carried.

**Discuss and act on progress related to the proposed Perkinstown Winter Sports Area Expansion:** Committee members reviewed information which Arlen Albrecht had received from Clark County concerning a similar project at the Bruce Mound Ski Area and the outcome. Following review of the material received from Clark County and the Bruce Mound Project, discussion ensued concerning the options of building a new building as had been done in Clark County or enlarging the current facility at the Winter Sports Area. Pros and cons of each were discussed. Approval of funding by the County Board was a concern of committee members. The Committee agreed that with the current fiscal problems the time for addressing expansion at the Area may need to be delayed. Committee members agreed that the parking lot expansion currently in progress should continue and a concrete restroom facility similar to the units in the county parks should be considered following completion of the parking lot. Use of impact fees in funding of the proposed outdoor restroom facility would need to be considered.

Ludwig had prepared preliminary sketches of an addition to the current structure for consideration by committee members. Those sketches were reviewed, with additional alterations and considerations discussed. Estimates for an addition were between \$75,000 and \$100,000 depending on the extent of the addition. He will be meeting with Jon Kleist, (DNR Representative) in relation to possible wet land issues and will also meet with Clark Electric in relation to removal of several utility polls in the current parking lot area to allow for expansion.

Arlen Albrecht questioned whether if considering an addition to the current structure, if grant funding would be in the county's best interest due to the restrictions that would be imposed. The grant being considered would be a non-motorized specific grant and would affect the Area into the future. Those effects should be weighed prior to requesting the lesser amount of funding which would be required to construct an addition. Albrecht will proceed with preparations for a grant request whether the request would be submitted in 2011, at a later date or at all.

It was agreed by committee members to continue with the parking lot expansion, follow up on pricing and possible location of an outdoor restroom facility and not to proceed with a grant application and building construction at this time.

**Set the next meeting date:** The next meeting will be by call of the chair.

**Adjournment:** Lemke/Zenner to adjourn the meeting, at 9:30 a.m. The motion carried.

**Bruce P. Strama, County Clerk**

## **Building, Grounds & Parks Committee**

March 24, 2011

County Board Room

**Call Meeting to Order:** Diane Albrecht called the meeting to order at 9:00 a.m.

**Members Present:** Diane Albrecht, Chuck Zenner and Lester Lewis

**Members Absent:** All members were present.

**Other Attendees:** Jeff Ludwig, Joanne Schneveis, Larry Brandl, Arlen Albrecht and Bruce Strama.

**Approve the minutes:** Lewis/Zenner to approve the minutes of the previous meeting. The motion carried.

**Approve the Agenda:** Zenner/Lewis to approve the Agenda. The motion carried.

**Perkinstown Winter Sports Area Report:** Joanne Schneveis was present to report on the December 2010 through March 2011 season. She reported that attendance during the holidays in December averaged 122 per day and the average for the remainder of the season was 121 on Saturdays and 122 on Sundays. Attendance on the couple of Friday nights that the area was open averaged 72. The total number of tubers for the season was approximately 4,000. There was extended discussion of the first weekend in March closing date set by the Committee. Schneveis felt that if the conditions are favorable that the area should remain open beyond that date. She had numerous calls prior to the second weekend in March and felt being open would have been profitable. Lewis disagreed and noted that previous records show that remaining open beyond the first weekend in March has been in vain and that the closing date should remain the same. Lewis noted that it is a revenue issue and that operating at a loss is not in the county's best interest, even if it helped promote public relations as opined by Schneveis. Lewis also felt a set closing date allowed reduction of inventory prior to the set closing date. Schneveis reported that the motor had failed at noon on the last day of the season and asked if there could be a spare motor available at the area to address the situation if it were to occur in the future. Committee members felt that part time staff at the area are not trained and should not be replacing the motor. Qualified maintenance department staff should be contacted to replace the motor if it fails. Ludwig stated that maintenance staff had been contacted, but that in this event the motor had to be rebuilt and that there was not a spare motor available with the appropriate mounting brackets. The issues discussed will be reviewed in the off-season with appropriate action prior to opening for the 2011/2012 season. Schneveis asked if the beginner loop for cross-country skiing could be expanded which would allow expanded use for school district groups and other novice skiers. Prior to her departure she also reported on several ideas related to advertising and promotions for the area. Committee members thanked her for her services. Ludwig was directed to get a quote on a new motor for the tow and to also get information including estimates on replacing the current tow with a new or updated tow. Arlen Albrecht did note that without a working tow the area would not be successful also noting he will check on the possibility of a new tow being part of the grant request that he is currently working on.

**Discuss and act on payment options for City of Medford special assessments:** Larry Brandl reported as he had done at the March 17, 2011 Finance Committee Meeting, that Taylor County has received invoices totaling \$31,284.35 for street improvement assessments. The options for payment are for payment in full by March 31, 2011 or to pay by five year or ten year installments. The annual interest rate if paying via installments would be 4.47%. County investments at this time are bringing less than 1%, so if the payment option were chosen it would be less cost effective. Zenner/Lewis to make the \$31,284.35 payment in a lump sum prior to March 31, 2011 to avoid paying interest. The motion carried.

**Review status of the proposed parking lot expansion/warming facility construction at the Winter Sports Area and related grant funding:** Ludwig reported that the trees have been cleared and that some of the brush and limbs have been chipped in preparation of excavation. Clark Electric will be disconnecting wires and removing the current light polls. Arlen Albrecht reported on preparation of the grant request, noting that the deadline for the request has been pushed back until at least June and possibly later. Availability of Stewardship Funds will not be certain until Wisconsin's biennial budget has been passed.

**Review and approve a resolution for the proposed courthouse retaining wall/lawn project:** Strama had included a copy of the resolution with the agendas for review by committee members. He noted that the use of impact fees for the project has been approved by the Public Service Commission. Zenner questioned what route other than use of the impact fees would be available for funding the project. Committee members suggested that, cuts in other areas, is the only other alternative as there is a proposed 0% levy increased proposed for 2012. Lewis/Zenner to approve the resolution for submission to the County Board. The motion carried.

**Review advantages in purchase of additional boiler for heat in the courthouse addition and act accordingly:** Ludwig reported that the original engineering for the HVAC grant project currently in progress had called for installation of three boilers but grant funding only allowed for purchase of two. The cost of an additional boiler would be \$18,873. At this time the two boilers will heat the courthouse down to an outside temperature of 37 degrees Fahrenheit and with the addition of the third boiler Ludwig estimated that use of the steam boiler may not be required until the outside temperature were to dip down to twenty degrees or lower. Ludwig estimated that the savings from not having to use the steam boilers until the temperature went below 20 degrees would cover the cost of purchase of an additional boiler within three years. Funding for the boiler replacement would be from carryover in the science building budget as upgrades to that building have been put on hold until NTC reports on what their intentions are related to their proposed purchase of the science building. Zenner/Lewis to approve purchase of a boiler for \$18,873 as proposed by Ludwig. The motion carried. Ludwig did note that the plumbing and electrical preparation for the third boiler had been completed when the initial boilers were installed.

**Review county facility availability and rental procedures:** Ludwig reported that Highway Commissioner Jess Sackmann questioned whether the limited rental of the grader shed warranted removal of the highway equipment from the shed to sit outside in the weather. The Dairy Breakfast and County Fair are the two largest events held within the grader shed. In past years a large garage sale has also been scheduled in the grader shed, but Ludwig felt that the garage sale could take place in the merchants building instead of the grader shed. Following further discussion, due to the cost of equipment and effect of weather on the equipment, Lewis/Zenner to only allow use of the grader shed for the annual Dairy Breakfast and the County Fair in the future. The motion carried. Ludwig also reported that Sheriff Daniels has reported that the expense for storage of impounded vehicles is an issue. Ludwig noted that the county currently rents warehouse space to Gilman Cheese for \$500 per month and that space may be of more value to the county for storage of impounded vehicles. Ludwig will gather information and submit that information at a future meeting for further consideration of rental and or rental rates of the warehouse space in the Village of Gillman.

**Maintenance Report:** Ludwig distributed copies of the Maintenance Report and reviewed the report with committee members.

The next meeting date will be by call of the chair.

**Adjournment:** With no further business, Zenner moved to adjourn the meeting, Lewis seconded. The motion carried. The meeting was adjourned at 11:24 a.m.

Bruce P. Strama, County Clerk

## **Building, Grounds & Parks Committee**

February 15, 2011  
County Board Room

**Call Meeting to Order:** Diane Albrecht called the meeting to order at 10:30 a.m.

**Members Present:** Diane Albrecht, Chuck Zenner and Lester Lewis

**Members Absent:** All members were present.

**Other Attendees:** Jeff Ludwig, Diane Niggemann, Amber Fallos, Cheryl Ketelhut, and Bruce Strama, with Brian Wilson (The Star News) arriving at 10:34 a.m.

**Approve the minutes and the agenda:** Zenner/Lewis to approve the minutes of the previous meeting. The motion carried.

**Approve the Agenda:** Lewis/Zenner to approve the Agenda. The motion carried.

**Review and act on the request for space to accommodate ADRC:** Diane Niggemann, Amber Fallos and Cheryl Ketelhut were present to answer questions related to the ADRC program and the request for office space. Taylor County is proposed to join four other counties and three tribes in the Northwoods ADRC. Niggemann stated that the preferred location for the proposed Taylor County ADRC center would be the multipurpose building as both access and location are desirable, and the center would be housed in the same building as the Senior Center. Lewis stated that he preferred using a portion of the human services building thus allowing continued rental of the larger multipurpose room as a continued revenue, also voicing his concern of future funding for the program due to proposed state budget cuts. According to Fallos there is \$40,000 budgeted in the ADRC budget for startup of the center and estimated that at least \$15,000 would be available for remodeling which according to Ludwig would cover the cost of remodeling either the multipurpose building or human services building. Rental payments are also included in the ADRC budget which would be revenue for the county if the center were located at either the multipurpose or human services building. The proposed date for opening the center is March or April of 2012. Committee members agreed that there will be a need for additional signage whichever location is approved with that funding also included in the ADRC budget. The question of whether or not the proposed state funding cutbacks would affect the ADRC budget was discussed, with Fallos stating that if state funding is cut the proposed plan for the center would be reevaluated and that the county would not be required to complete the remodeling project. If the county does not join an ADRC the state will place the county in an existing ADRC which may not be in the county's best interest. Fallos informed committee members when the question arose, that Taylor County does not have the 1% of the State of Wisconsin population required in order to have its own ADRC. Following further discussion, Lewis/Zenner to provide space for the ADRC in the human services building following required remodeling. The motion carried with Lewis and Zenner voting aye and Albrecht voting no.

**Discuss and act on proceeding with the proposed construction at the Winter Sports Area and related grant funding:** Chuck Zenner reported that the Perkins town Winter Sports Area Expansion Sub-committee has recommended that the expansion of the parking lot at the Winter Sports Area should begin as soon as possible to be funded by the county and donations. The sub-committee members felt that the majority of the estimated twenty five thousand dollar project could be completed with donated labor and equipment. Lewis/Zenner to start preparation for the project as soon as possible. Ludwig was directed to proceed with preparations, which include contacting the Survey Dept., Land Conservation Dept. and Zoning Dept. and to mark off the proposed area for the expansion, being certain that all zoning and other restrictions are followed prior to beginning removal of the timber. The timber will be cut with volunteer labor with any proceeds from the timber to go toward



the project. The motion carried. Ludwig felt that the Land Conservation Dept. would aid in developing a plan for the project. Both Lewis and Zenner were hopeful that the grant application could be completed and submitted for either a new building or for remodeling the current building prior to the 2011 deadline.

**Discuss and act on replacement of Diamond Lake dock:** Ludwig informed committee members that the previous dock located at the Diamond Lake County Park had been removed a couple years ago due to high maintenance and safety issues. Several attempts have been made to have the dock replaced including placement of a dock formerly located at the Chequamegon Waters Flowage but with no success as that dock was not suited for the Diamond Lake location. The Roosevelt Rod & Gun Club has contacted A&D Docks of Cornell WI and has received a quote of \$10,101.80 for a Handicap accessible dock designed specifically for the Diamond Lake location including installation. The club has verbally agreed to pay for 50% of the cost of the dock and installation which the county will initially pay and be reimbursed by the Roosevelt Rod & Gun Club. Zenner/Lewis to replace the dock at the Diamond Lake County Park with the total cost of \$10,101.80 which includes installation with 50% of the expense to be funded by the Roosevelt Rod & Gun Club. Prior to ordering the dock a written agreement with the Club stating that they will pay for 50% must be obtained. The motion carried.

**Review and act on courthouse retaining wall/lawn project:** Ludwig reported that the total estimated cost for the retaining wall/lawn project on the West side of the courthouse is \$64,775.00. He felt that a maximum of \$75,000 should be available for the project as unforeseen expenses could arise. Zenner/Lewis to have a resolution drafted requesting a maximum of \$75,000 for the retaining wall/lawn project on the west side of the courthouse with funds taken from the power line impact fees. The motion carried.

**Maintenance Report:** Ludwig distributed copies of the Maintenance Report and reviewed the report with committee members.

The next meeting date will be by call of the chair.

**Adjournment:** With no further business, Zenner moved to adjourn the meeting, Lewis seconded. The motion carried. The meeting was adjourned at 11:45 a.m.

Bruce P. Strama, County Clerk