

Building, Grounds & Parks Committee

December 11, 2012

Third Floor Jury Room

Call Meeting to Order: Diane Albrecht called the meeting to order at 8:28 a.m.

Members Present: Diane Albrecht, Lester Lewis and Dan Makovsky

Members Absent: All members were present.

Other Attendees: Ray Soper, Brian Wilson and Bruce Strama

Approve the minutes: Lewis/Makovsky to approve the minutes of the November 14, 2012 meeting. The motion carried.

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

Discuss and act a resolution requesting funding for improvements at the Perkinstown Winter Sports Area: Strama had included a copy of the proposed resolution along with the agendas for review by committee members prior to the meeting. Lewis/Makovsky to approve the resolution requesting funding for improvements to the warming facility at the Perkinstown Winter Sports Area. The Motion carried.

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

Adjournment: Lewis/Makovsky to adjourn the meeting at 8:31 a.m. The motion carried.

Bruce P. Strama, County Clerk

Building, Grounds & Parks Committee

November 14, 2012
County Board Room

Call Meeting to Order: Diane Albrecht called the meeting to order at 8:47 a.m.

Members Present: Diane Albrecht, Lester Lewis and Dan Makovsky

Members Absent: All members were present.

Other Attendees: Ray Soper, Dave Lemke, Brian Wilson, Arlen Albrecht, Ken Schmiede, Jeff Ludwig and Bruce Strama

Approve the minutes: Makovsky/Lewis to approve the minutes of the September 4, 2012 meeting. The motion carried.

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

Discuss and act on proposed lease for operation of radio tower: Corporation Counsel Ken Schmiede was present to review the lease proposal and discuss options. He noted that the proposal would be for 30 years with a \$2,500 annual payment and a one year notice of termination required. Committee members discussed the proposed lease prior to a Lewis/Makovsky motion to reject the proposed lease received from NTC (North Central Technical College) for use of land for radio tower operation. The motion carried. Further discussion ensued in relation to the current NTC lease being honored though the lease agreement has not been signed since the initial three year term was approved on July 1, 1998. Schmiede informed members that in his opinion the lease is in affect annually beginning July 1st of each year even though it has not been approved by a party involved and that if Taylor County does want to terminate the lease, a formal letter should be drafted and delivered to NTC at least 28 days prior to June 30 of any given year to terminate. Termination of the lease according to Schmiede would require that NTC remove any equipment installed by NTC including the tower. Lewis/Mckovsky to have Strama draft correspondence notifying North Central Technical College that Taylor County will be requesting termination of the current lease entered into on July1, 1998 as of June 30, 2013. The motion carried. Corporation Counsel will review and make any necessary amendments to the draft prepared by Strama prior to delivery to NTC.

Discuss and act on 5-year renewal of Probation and Parole lease. Strama had included a copy of the rental rate schedule along with the agenda for prior review by committee members. Lewis/ Makovski to approve the 5-year extension including the rate schedule. The motion carried.

Discuss and act Winter Sports Area building expansion: Several members of the sub-committee assigned to study the feasibility of either new construction or renovation of the current structure were present to offer their views. Lewis stated that he had originally been in favor of a new building but with the current economic conditions and limited funding he currently supports renovation. Ludwig had prepared sketches of a renovation including ADA compliant restrooms and some additional seating area when this issue was discussed at the June 17, 2010 building & Grounds meeting. At that time the projected cost of the renovation was \$70,000. Committee members agreed that a renovation similar to that introduced in 2010 would be sufficient. Ludwig, using a cost of \$100 per square foot estimated that the cost for renovation would not exceed \$100,000. Arlen Albrecht had searched for alternative grant funding for the project at no avail. Following further discussion, Lewis/Makovsky to make a request at the December 11, 2012 County Board Meeting for up to \$100,000 from the power line impact fees for renovation of the warming facility at the Perkinstown Winter Sports Area. The Motion carried.

Lester Lewis departed at 9:43 a.m. with Soper, Lemke, Wilson and Arlen Albrecht departing at 9:45 a.m.

Discuss and act on request for rental space at the education building or Human Services building: Ludwig reported that he had been contacted by Human Services Director Amber Fallos in relation to the private entity now administering the W-2 Program requesting office space either in the human services building or the education building. Ludwig noted that there is office space available in the education building since the departure of the CEP staff from that building which would fill the need of the private W-2 service provider. He also questioned members as to their preference for length of the term. Makovsky/Diane Albrecht to approve leasing the office space available in the education building to the private entity administering the W-2 Program on an annual basis. The motion carried.

Discuss and act on window replacement at the multi-purpose building: Ludwig stated that the original windows from 1970 remain as do the originals from additions in the early 90s. According to Ludwig all of the windows should be replaced, but that 10 are in dire shape. Ludwig has received quotes for new windows from both Weather Shield Mfg. and Hurd, with the Hurd quote of \$5,525 considerably lower. Ludwig has approximately \$11,000 saved in that building account for addressing the moisture problem causing the exterior paint to peel. He proposed using some of those funds for the window replacement as in his estimation the \$11,000 will not be sufficient to rectify the moisture problem anyway. Following discussion, Makovsky/Albrecht to replace the 10 windows that are in the worst shape at the approximate expense of \$2,750 plus any additional installation expenses. The motion carried.

Discuss and act on 2012/2013 snowplow bids: Ludwig has received two bids for snowplowing during the 2012/2013 winter season. Bids received include a bid of \$8,000 from Dave Hartl & Sons Snowplowing and a bid of \$6,325 from JR Snowplowing. Ludwig did note that the quality of work done by Hartl, especially follow-up service was better than that of JR Snowplowing, but that he had contacted JR Snowplowing and the company responded, stating that they will attempt to improve their service. Makovsky/Albrecht to accept the \$6,325 bid submitted by JR Snowplowing. The motion carried. The consensus of the committee was that if service is not improved that the Hartl bid may be approved in the future even if higher than that of JR Snowplowing.

Maintenance Report: Ludwig distributed a copy of the report and reviewed it with committee members. The Maintenance Department will be cleaning the highway shop office and mowing the minimal lawn located adjacent to the buildings according to Ludwig. He felt it would not be an issue and would save money for the county overall.

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

Adjournment: Makovsky/Albrecht to adjourn the meeting at 10:22 a.m. The motion carried.

Bruce P. Strama, County Clerk

Building, Grounds & Parks Committee

September 4, 2012

Third Floor Jury Room

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

Members Present: Diane Albrecht, Lester Lewis and Dan Makovsky

Members Absent: All members were present.

Other Attendees: Jeff Ludwig and Bruce Strama

Approve the minutes: Makovsky/Lewis to approve the minutes of the July 25, 2012 meeting. The motion carried.

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

Discuss and act on replacement and conversion of steam valves to digital in the courthouse: Ludwig reported that the steam valves in the older portion of the courthouse are air operated and there is potential for failure as was the case in August of 2010 when air pressure was lost and temperatures rose to readings in excess of 100 degrees in the courthouse compromising records and other items within the older portion of the building. He also noted that if the valves are replaced with new digital valves he would be able to control them from his office computer, allowing him to program the valves to run at a lower temperature on weekends when the courthouse is empty, to save energy expense. Ludwig has received a quote of \$24,950.00 for purchase and installation of the valves. Following the discussion, Lewis/Makovsky to approve replacement of the steam valves in the older portion of the courthouse with digital valves at the quoted expense of \$24,950.00. The motion carried.

Discuss and act on a request to lease a portion of the area in the education building formerly leased by CEP: Ludwig reported that he has been contacted by the Taylor County Literacy Council requesting to lease a portion of the area formerly occupied by CEP. Ludwig stated that he has calculated the square footage and that the monthly lease would be approximately \$281.00 per month if the county were to lease the requested area. The Literacy Council is interested in a short term lease which would also be a priority for the county as NTC plans seem to be indefinite at this time. Lewis/Makovsky to approve the lease of the area requested to the Literacy Council for \$281.00 per month pending acceptance of the proposed lease by the Literacy Council. The motion carried.

Discuss and act on 2013 maintenance budgets: Ludwig distributed copies of the proposed 2013 maintenance budgets to committee members and reviewed the budget summary with them. The proposed operating budget of \$471,150.00 reflected a .2% decrease with the total budget of \$1,020,920.00 reflecting a .1% decrease from the previous year. Following the review, Makovsky/Lewis to approve the budget for submission to Budget Review. The motion carried.

Maintenance Report: Ludwig distributed a copy of the report and reviewed it with committee members. He noted that there had been a problem with the water pressure booster pump which had caused an increase in water pressure in excess of 110 pounds which caused some fittings to burst creating water damage in some offices. The problem has been corrected, but repairs were time consuming. He also noted that there has been little progress in ascertaining the cause of the moisture in the block at the multipurpose building which has caused the paint to peel from the building. Other ideas are being considered but with the lack of moisture this summer it is difficult to pinpoint the problem. Future planning for the Perkinstown Winter Sports area will be discussed at the next meeting.

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

Adjournment: Lewis/Makovsky to adjourn the meeting at 10:14 a.m. The motion carried.

Bruce P. Strama, County Clerk

Building, Grounds & Parks Committee

July 25, 2012

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 and Dan Makovsky

Members Absent: All members were present.

Other Attendees: Jeff Ludwig and Bruce Strama

Approve the minutes: Lewis/Makovsky to approve the minutes of the May 18, 2012 meeting. The motion carried.

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

Discuss and act on 2012/2013 storage rates at the fairgrounds: Strama reviewed storage rates charged since 2008 with committee members. Ludwig stated that there was space available in 2011 which in previous years was not the case. Following discussion, Makovsky/Lewis to keep the rates the same as charged in 2011/2012. The motion carried.

Discuss and act on amendment of County Code Chapter 42 to include a list of county parks: Strama distributed a copy of an ordinance which included a list of the county parks as the first item in the chapter. There were no other changes to Chapter 42 other than numerical changes required to include the list in the chapter. Lewis/Makovsky to approve the ordinance as submitted and to submit the ordinance to the full County Board. The motion carried.

Discuss and act on handling of funds/pledges received for the building project at the Perkinstown Winter Sports Area: Strama reported that the county had received a \$50.00 donation toward the construction of a new warming facility at the Winter Sports Area and that constructing a new facility has been put on hold at least in the short term. Accountant, Larry Brandl prefers that the funds received be returned in order to clear that account and to notify the donor that the county will not proceed with that project at this time. There were also several pledges made which should be addressed. Lewis/Makovsky to return the \$50.00 received and to include a letter of thanks to that donor and others that had pledged funding towards a new building. The motion carried. Ludwig questioned whether there is intent to update the current structure or build at the Sports Area. Committee members felt that there is still interest in upgrading the facility to allow wheelchair accessibility, and to include additional restrooms that are ADA compliant. Strama will place this item on the next agenda and will include Subcommittee members formerly assigned to study the issue when mailing the agendas.

Discuss and act on parks equipment upgrade. Ludwig reported that the current parks tractor is showing wear and is in need of tire replacement at the estimated expense of \$1,800. He reported that the current 27 horsepower tractor is under-powered for several attachments and is somewhat lite for placement of some docks in certain parks, bringing the back wheels off the ground when lifting the docks. The tractor is used year-round for mowing, snow removal, grading and other related chores. Ludwig reported that there are some funds in the park equipment budget, which along with the trade value should cover the purchase of a new 40 horsepower tractor. If the purchase is approved, the tractor will be purchased from a dealer within Taylor County. Makovsky/Lewis to approve purchase of a new parks tractor if ample funds are available within the parks budget. The motion carried.

Discuss and act on education center roof repairs: Ludwig reported that several leaks were a problem in past winters at the education center. The problems have been in areas of the rubber roof where the flashing between two levels has been installed. Ludwig has contacted Maurer Roofing and has received a quote for repairs of the current roof and replacement cost of the complete roof. Estimated replacement cost would be \$47,500, with estimated repair expense of \$6,700. There could be additional expense for either

replacement or repair if as the condition of the material under the rubber roof is not acceptable. Consensus was that the roof if repaired should be good for quite a number of additional years. NTC would be responsible for 50% of the repairs. Lewis/Makovsky to approve repairing the roof at the education center for the estimated expense of \$6,700. The motion carried.

Maintenance Report: Ludwig distributed a copy of the report and reviewed it with committee members. He noted that the five metal halide lights installed at the fairgrounds produce about five or six times the amount of light using the same amount of energy as the halogen lights formerly used. He estimated that seven or eight lights will be sufficient to light the entire area instead of the seventeen now required.

The next meeting date is scheduled for Tuesday, September 4, 2012 at 9:00 a.m.

Adjournment: Lewis/Makovsky to adjourn the meeting at 10:21 a.m. The motion carried.

Bruce P. Strama, County Clerk

Building, Grounds & Parks Committee

May 18, 2012

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 and Dan Makovsky

Members Absent: All members were present.

Other Attendees: Jeff Ludwig, Chuck Zenner, Mark Reuter, Matt Reuter, Bryan Carey, Rob Elliot, Chuck Strebe, Bruce Strama and Brian Wilson (The Star News).

Approve the minutes: Lewis/Albrecht to approve the minutes of the April 13, 2012 meeting. The motion carried.

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

Discuss and act on a proposal for placement of pharmaceutical drop box in the courthouse:

Matt Reuter gave a brief presentation of the boy scout project he had undertaken which included placement of a pharmaceutical drop box in the dispatch area. The drop box will be secured with wall or floor anchors and it will be in an area of camera surveillance. Reuter along with his father noted that currently the only time pharmaceutical supplies can be disposed of properly is at a clean sweep held once annually in Taylor County. Placement of the drop box would allow safe disposal year round. Both the county and city police departments are willing to assist in proper disposal of the pharmaceutical supplies within the drop box. Matt Reuter was questioned in reference as to how the word would get out of the availability of the drop Box. Matt stated that Memorial Hospital was willing to aid in funding for advertising the service. Mark Reuter noted that a large part of the project for Matt will be contacting individuals and organizations to help promote use of the pharmaceutical drop box. Lewis/Makovsky to approve the placement of a pharmaceutical drop box in the dispatch area of the courthouse as proposed by Reuter. The motion carried.

Review NTC timetable for relocation and related issues and approve extension of the education building lease agreement with NTC at the current rate:

Rob Elliot stated that NTC is in the plan development stage at this time and expects to begin construction in the fall with the expected completion date sometime in the summer of 2013. Classes are scheduled to begin in the new building in the fall semester of 2013. If problems were to arise Elliot felt the latest that NTC would require use of the current education building would be November of 2013. The status of the tower owned by NTC on Taylor County property was discussed. NTC representative Chuck Strebe stated that NTC would like to continue partnering with the county as at present. When Lewis questioned what amount of revenue was paid to the county for ground installations below the tower, Strama informed him that approximately \$1,350 was received by the county each month for the ground installations. Lewis noted that the county will require use of the NTC tower for wireless internet connection to Human Services once the new tower is completed adjacent to the courthouse, but nothing else. There was discussion of the possibility of moving or sale of the tower. Strebe asked committee members what their preference would be in relation to the tower. Lewis stated that that he felt it would be appropriate for the county to receive 50% of the income from the tower and to also share expenses equally. Elliot & Strebe said that they would present the 50% request at the next NTC planning meeting. The extension of the current payment rate being extended was also discussed. Lewis/Makovsky to continue leasing the portions of the building currently occupied by NTC at the current rate until August 31, 2013 with the option of a three month extension upon committee approval. The motion carried.

Prepare 3-year, 2013-2015, office and garage space lease agreement for the City of Medford Police Department: Strama distributed a copy of the current contract, which had a rate of \$12.50 per square foot in 2012 for the City Police Department. Strama also

reported on the current rates charged both the Probate and Parole office and the ASCS for office space. Both were paying approximately one dollar more per square foot than the city at this time. The increase in rent per square foot for Probation and Parole in 2013 will be 21 cents, in 2014 20 cents and in 2015 22 cents. Lewis/Makovsky to match the annual increase in square foot charge in the new city lease with that of Probation and Parole, and to keep the garage square foot charge at \$4.50. The motion carried.

Discuss and act on building security policy and issues: There was extended discussion of the direction given at the previous Building Grounds & Parks meeting in relation to keeping the door on the north end of the courthouse closed during regular business hours. Following the discussion, Makovsky motioned with a second by Lewis to rescind the previous decision to lock the north door of the courthouse during regular business hours and to place a security camera at that location. The motion carried with Makovsky and Lewis voting aye, Albrecht voting no.

Update on the multipurpose building block issue and possible options. Ludwig reported that he has met with County Concrete representatives in an attempt to reach a solution on the correct procedure to follow for removing the paint and applying a breathable sealer or residing the building. With no solution at this time, Ludwig will continue to investigate possible options.

Report on UPS failure and required repairs: Ludwig informed committee members of the problems that have arisen due to the failure of the UPS (uninterrupted power source). The majority of the problems pertained to IT applications. The email server had to be reconstructed as did the data server. There have been numerous additional problems associated with the UPS failure since the problem occurred several weeks ago. Ludwig reported that in the last couple years the battery bank has been replaced for approximately \$10,000, fans and capacitors replaced for \$8,000, circuit boards and switches replaced for \$8,000, with additional repairs scheduled at approximately \$4,500. Following all of those repairs and expenses the system does not work properly, but hopefully will following the scheduled repairs. Ludwig, when questioned, stated that he plans to continue use of the current UPS system until sometime in 2014 when the batteries are slated to be replaced and then purchase an updated version with dual capacity which would alleviate the problems the county has experienced with the current system. Ludwig estimated the cost of a new system to be approximately \$70,000.

Discuss and act on amendment of the County Code Chapter 42 to include a list of county parks: Committee members reviewed a copy of chapter 42 which had been distributed by Strama. Members agreed and on a Lewis/Makovsky motion, directed Ludwig and Strama to put together a list of the parks and to work with Linda Daniels in reference to updating the Code to include the list of parks prior to the current items listed in chapter 42, adjusting the remainder of the chapter to accommodate the listing pursuant to corporation counsel review. The motion carried.

Maintenance Report: Ludwig distributed a copy of the report and reviewed it with committee members. He did inform committee members that the grandstand lights are failing and will need to be replaced with newer more efficient lighting in the not too distant future.

The Committee may go into closed session pursuant to Wisconsin State Statute 19.85(1)(c) for the purpose of job performance evaluation of the Maintenance Director: Makovsky/Lewis to go into Closed Session at 10:42 a.m. The Motion carried.

The meeting will reconvene in Open Session pursuant to Wisconsin State Statute 1983, to take any necessary action on the matter discussed in Closed Session: Lewis/Makovsky to reconvene in Open Session at 10:47 a.m. The motion carried.

Committee members had reviewed the previous performance review for Maintenance Director Ludwig, with Lewis making the motion and a second by Makovsky to approve the performance evaluation exactly as the performance evaluation completed in 2011. The motion carried.

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

Adjournment: Lewis/Makovsky to adjourn the meeting at 10:48 a.m. The motion carried.

Bruce P. Strama, County Clerk

Building, Grounds & Parks Committee

April 13, 2012

Community Center, Fairgrounds

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, Joanne Schneveis, Bruce Strama and Brian Wilson, (The Star News).

Approve the minutes: Zenner/Lewis to approve the minutes of the January 25, 2012 meeting. The motion carried.

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

Review 2011/2012 Perkinstown Winter Sports Area Report: Joanne Schneveis was present to review the 2011/2012 Perkinstown season. Lack of snow in surrounding areas had a significant effect on the number of tubers, even though the hill remained in good condition throughout the season. Schneveis reported that it was difficult to staff the hill as many weekends featured excellent weather conditions in addition to the good hill conditions giving expectations of a larger numbers of tubers which in many cases did not pan out. The average number of tubers on Saturdays in 2011 was 137, in 2012 that average number was down to approximately 100. The average number on Sundays in 2011 was 136, with that number in 2012 dropping to 77, down significantly. Committee members agreed that the winter conditions were a major factor in the poor season. They did note that the profit margin on food had dropped approximately 30% in 2012 and that the food prices may need to be adjusted. Staffing was another area that may be adjusted.

Discuss and act on extension of the education building lease agreement with NTC at the same rate through August of 2013: Committee members agreed that the current lease rate could be extended, but they thought it appropriate that an NTC representative attend the next Building, Grounds & Parks meeting to address issues to include NTCs proposed timetable for relocation and their intent in relation to the tower on Taylor County property. Committee members agreed that in order for the county to plan appropriately, NTCs intentions need to be known. Strama was directed to contact NTC and inform them of the request that a representative attend the next Building, Grounds & Parks Committee Meeting.

Discuss and act on an ordinance discontinuing the requirement that the Youth Fair Representative be a member of the Building & Grounds Committee: The Committee reviewed the proposed ordinance, followed by a Lewis/Zenner motion to approve the ordinance as presented and to submit the ordinance to the County Board for action. The motion carried.

Discuss and act on grader shed roof replacement: Ludwig reported that he estimates the cost of replacement of the roof with either steel panels or asphalt shingles would be approximately the same, with the expense to be shared by the Highway Department budget and the Building & Grounds budget. Committee members discussed the pros and cons of both options. The cons of the steel were the expansion and contraction of the steel and the condensation problems associated with the steel roofs. Following discussion, Zenner/Lewis to roof the grader shed with asphalt shingles. The motion carried.

Discuss and act on building security issues: Jeff Ludwig noted that there had been a Department Head meeting where security issues were discussed. He reported that three security issues, if addressed would increase security with little expense. The first issue is

rekeying the courthouse, which has not been done in approximately 30 years, with no idea how many keys are out there at this time according to Ludwig. The second issue is the time of day that doors to courthouse are opened and locked. The third issue is the number of doors that should be open during business hours. Committee members discussed the issues, coming to the conclusion that the courthouse locks should be rekeyed. The doors should be unlocked at 7:45 a.m. and locked at 4:45 p.m. daily. The North and West doors in the courthouse would remain locked at all time and only available for departure. The Entrance on the ground floor on Ogden Street will also be open during business hours along with the Dispatch entrance, which will also be open after hours by remote entry only. Employees will be required to park in the North end of the parking lot and other designated areas following assessment of parking area required for employees by the Maintenance Department. Following discussion, Zenner/Albrecht to draft a policy including the three security issues noted by Ludwig and to include designated employee parking areas. The motion carried.

Discuss and act on extensive maintenance required for the multipurpose building:

Ludwig informed committee members that he has been in contact with a Wausau Concrete representative in relation to the deterioration of the concrete block on the multipurpose building. The building was built in 1969 with block manufactured by Wausau Concrete. According to the Wausau Concrete Representative the block was porous in nature and not intended to be sealed. The block was painted once the building was constructed and has been maintained as a painted structure from that point on. Ludwig reported that the paint will need to be removed and the building either furred out and resided or possibly stained with a breathable stain. Sandblasting may be the only alternative to removal of the paint. Tuck pointing would also be required. Ludwig will be in contact with Wausau Concrete and will report back on any solutions/proposals for addressing the problem.

Discuss and act on replacement of carpet in the 1st floor lobby of the courthouse:

Ludwig reported that the carpeting in the 1st floor lobby of the courthouse is worn out and hard to maintain. The estimated cost of replacing the carpet is \$3,000 which has been budgeted. Lewis/Zenner to replace the carpet in the 1st floor lobby of the courthouse. The motion carried.

Discuss and act on Campus Trail park designation:

Ludwig distributed copies of a map which showed the area proposed to be designated as the Campus Trail County Park. Ludwig also noted that the designation would not deter any future action to create alternative uses or possible sales of that property, but the designation would allow the maintenance department to budget for expenditures to the trails or park proper. Lewis/Zenner to designate the area designated as "Park Parcel" on the survey map submitted by Ludwig as a Taylor County Park. The motion carried.

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

Set the next meeting date: The next meeting date was set for Friday, May 18, 2012 at 9:00 a.m.

Tour of Fairgrounds: The committee members, Ludwig and Strama inspected the deteriorating block on the multipurpose building. Ludwig also showed committee members how the decking on the bleachers is deteriorating and becoming unstable, especially on the lower portions. Ludwig was directed to get some quotes on different kinds of decking for the bleachers, including aluminum and wood. This issue will be on a future Building and Grounds agenda.

Adjournment: With no further business, Lewis moved to adjourn the meeting with a second by Zenner. The motion carried. The meeting was adjourned at 12:12 p.m.

Bruce P. Strama, County Clerk

Building, Grounds & Parks Committee

January 25, 2012

Jury 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, Marie Koerner, Bruce Strama and Mark Berglund (The Star News). Dianne Niggemann arrived at 9:51 following the Closed Session.

Approve the minutes: Zenner/Lewis to approve the minutes of the November 9, 2011 meeting. The motion carried.

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

The Committee may go into closed session for approximately 30 minutes pursuant to Wisconsin State Statute 19.85(1)(c) for the purpose of considering employment, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: Zenner/Lewis to go into Closed Session at 9:02 a.m. The Motion carried.

The meeting will reconvene in Open Session pursuant to Wisconsin State Statute 1983, to take any necessary action on the matter discussed in Closed Session: Lewis/Zenner to reconvene in Open Session at 9:51 a.m. The motion carried. Strama was directed to update the Perkinstown Winter Sports Area Manager job description and to establish additional policies to be followed by the Manager for review by the Committee at a future meeting.

Discuss and act on an ordinance amending Section 2.08(1)(d) Taylor County Code: Committee members had received a draft of the proposed ordinance along with the agendas. The ordinance change would give authority to the Building, Grounds and Parks Committee to decide which county building would not allow concealed carry other than those mandated not to allow concealed carry. Following discussion, Zenner/Lewis to approve the ordinance amendment and its submission to the County Board for action. The motion carried.

Discuss and act on a resolution extending the ban on concealed weapons to Human Services, USDA building, Education Center and the COA: Committee members decided not to take any action on the proposed resolution pending the outcome of the ordinance amendment just approved by the Committee for submission to the County Board which, if approved, would make the resolution moot.

Discuss and act on HVAC service contract for 2012: Jeff Ludwig noted that there had been a cut in the number of hours of service included in the contract over the past several years. Initially the contract had included 164 hours, but the number of hours was reduced to 130 hours. The 130 hours was not sufficient in 2011, with additional hours required at a rate higher than the rate for contracted hours. Ludwig asked that the number of hours included in the contract be increased to 164 as it had initially been. The quote for a HVAC service contract for 2012 to include 164 hours is \$13,980.00. The cost several years ago for a 164 hour contract was \$13,594.00, an increase of \$386.00. Following discussion, Lewis/Zenner to approve the service contract to include 164 hours at the cost of \$13,980.00. The motion carried.

Update on ADRC office Space: Ludwig reviewed the proposed remodeling at the multipurpose building to accommodate the ADRC offices. The consensus was that it may

not be the ideal solution, but is the best alternative at this time. Lewis motioned with a second by Zenner to officially inform the Historical Society of the intent to begin remodeling construction on February 27th 2012 to allow the Historical Society staff time to prepare. The motion carried. The county clerk was directed to draft and deliver the notification.

Update on the Campus Trail: Ludwig had maps prepared showing the area which is being considered for inclusion in the county park system. The maps had been prepared by the surveyor's office with the proper zoning requirements/setbacks included to allow sale and or use of current structures outside the boundaries of the proposed park area. Committee members felt it appropriate to hold off on any action at this time pending further review.

Discuss request for removal of sand in the horse arena: Zenner reported that he had received a request to remove the sand from the arena and replace it with clean washed sand because of the number of stones in the current sand. The horse clubs felt that they would be able to contribute initially, but have informed Zenner that they have no money to contribute. The estimated cost to remove and replace the sand is \$10,000. Committee members felt that the current location of the arena is not optimal due to the truck and tractor pull events being held during the fair and if there were to be money spent on the arena a different location should be considered. There was no action taken.

Discuss upgrades required for hosting fair entertainment (Kids From Wisconsin): The "Kids From Wisconsin" would like to come back to perform another show at the Taylor County Fair. The size of the stage may be an issue as the current stage is somewhat small. Committee members would like to see the group return as the show was very good and well received. There was discussion of options including purchase of additional sections of stage or possibly rental of additional sections if they were available. Ludwig will look into options and report back to the Committee.

Maintenance Report: Ludwig distributed copies of the Report and reviewed the Report with committee members. He did note that with the improvements to the heating system in past years, the heating expense has dropped approximately \$20,000.

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 11:08 a.m.

Bruce P. Strama, County Clerk