

Building, Grounds & Parks Committee

Thursday, October 29, 2019

Third Floor Meeting room

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

Members Present: Diane Albrecht, Dan Makovsky and James Gebauer

Members Absent: All present

Other Attendees: Jeff Ludwig and Andria Farrand were also present.

Approve the Agenda: Makovsky motioned to approve the agenda, Gebauer seconded. Motion carried.

Approve the minutes from the September 4th meeting: Gebauer motioned to approve the minutes, Makovsky seconded. Motion carried.

Proposed cell tower Consultant contract: Ludwig presented the new Begley Wireless contract options to the committee. He offered a one, five or ten-year option. One year-\$2400.00, five years- \$11,000.00 or \$20,000.00 for ten years. This contract will be the continuation of the current contract for management of the tower. Motion by Makovsky, seconded by Gebauer to approve the five-year contract option for \$11,000.00. Motion carried.

Ludwig also presented another contract option from Begley Wireless; The County wide build out management plan. In this contract he would provide an update on the Lake Esadore tower whether it is structurally suited for cell providers as well as if there is interest from the providers. Also, in this contract, he would determine where the weak cell reception is throughout Taylor County, research if there is County owned land in that area, then contact the cell providers to find out their interest. This contract for five years will be \$22,000.00. After further discussion, the committee decided to invite Shane Begley to the next meeting to explain this in greater detail.

Computer upgrade to Windows 10/HVAC operating system: Ludwig explained to the committee that the laptop he uses to control all HVAC, boilers, fans, valves, etc., is currently using a Siemens program called Insight. His laptop is going to be upgraded from Windows 7 to Windows 10 as are all County computers. Insight is not compatible with Windows 10, so he will need to start from scratch with a new Siemens program, Desigo. He received a quote from Complete Control for the migration from Insight to Desigo, including training, all programming and the replacement of all controllers at the Courthouse, Jail and USDA building. Total cost of the project is \$57,070.00.

Ludwig stated he has money set aside for several projects that can be delayed, so he would have enough to complete this. Motion by Makovsky to approve the project, not to exceed \$60,000.00, seconded by Gebauer. Motion carried.

Maintenance Department updates: Ludwig provided updates to the committee including; the completion of one of the Finance office moves, some boiler issues that have been resolved, all outside water has been shut off, docks pulled out of the lakes, Treatment court offices moved

from Human services to the old HR offices on the first floor and the floor in the hall and bathrooms at the Community Center will be done like the main floor was about four years ago. Ludwig also stated they are still down the lead maintenance man-Jody, and he will be out for several more weeks. His staff is spread very thin, but all are pulling together and doing a great job. Finally, he reported the new custodian, Audrey Metz is on board about a month now and working out very well.

Adjourn the meeting: Makovsky motioned to adjourn the meeting, Gebauer seconded. Motion carried. Meeting adjourned at 10:08 a.m.

Andria Farrand
County Clerk

Building, Grounds & Parks Committee

Wednesday, September 4, 2019

Third Floor Meeting room

Call Meeting to Order: Diane Albrecht called the meeting to order at 9:02 a.m.

Members Present: Diane Albrecht, Dan Makovsky and James Gebauer

Members Absent: All present

Other Attendees: Jeff Ludwig and Andria Farrand were also present.

Approve the Agenda: Makovsky motioned to approve the agenda, Gebauer seconded. Motion carried.

Approve the minutes from the July 29th meeting: Gebauer motioned to approve the meeting, Makovsky seconded. Motion carried.

Approve the minutes from the August 8th meeting: Makovsky motioned to approve the meeting, Gebauer seconded. Motion carried.

Approve 2020 Buildings, Grounds and Parks Department budget: Ludwig provided the committee a copy of his proposed 2020 budget and discussed it in detail. Makovsky motioned to approve the proposed budget, seconded by Gebauer. Motion carried.

Update on custodial vacancy: Ludwig stated there has been very little response to the ad for the custodian position. As a result, HR has expanded the search to include the Colby and Abbotsford shoppers. The deadline has also been extended.

Public input and Maintenance Department updates: Ludwig confirmed all the stone on the building that needed replacing has been replaced and sealed and will be sealed again before winter. The telescopic list has been received and the maintenance team is just waiting to be trained on it. Ludwig suggested the committee take a trip to all the county parks in the next few weeks to see all the improvements that have been made. A date will be set in early October.

Adjourn the meeting: Gebauer motioned to adjourn the meeting, Makovsky seconded. Motion carried. Meeting adjourned at 9:46 a.m.

Andria Farrand
County Clerk

Building, Grounds & Parks Committee

Thursday August 8, 2019

Third Floor Meeting room

Call Meeting to Order: Diane Albrecht called the meeting to order at 9:01 a.m.

Members Present: Diane Albrecht, Dan Makovsky and James Gebauer

Members Absent: All present

Other Attendees: Jeff Ludwig and Andria Farrand were also present.

Approve the Agenda: Makovsky motioned to approve the agenda, Gebauer seconded. Motion carried.

Custodial vacancy: Ludwig advised the committee that he has a custodian that gave his notice of retirement effective October 4, 2019. Ideally, he would like to hire someone that could train for a week or two with the current custodian. Makovsky made a motion to hire one replacement, Gebauer seconded. Motion carried.

Adjourn the meeting: Gebauer made a motion to adjourn the meeting. Seconded by Makovsky. Motion carried. Meeting adjourned at 9:47 a.m.

Andria Farrand
County Clerk

Building, Grounds & Parks Committee

Tuesday, July 29, 2019

Third Floor Meeting room

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

Members Present: Diane Albrecht, Dan Makovsky and James Gebauer

Members Absent: All present

Other Attendees: Jeff Ludwig, Don Watson (Star News), Tim Hobl and Jacky Peterson were also present.

Approve the minutes: Makovsky motioned to approve the minutes, Gebauer seconded. Motion carried.

Approve the Agenda: Gebauer motioned to approve the agenda, Makovsky seconded. Motion carried.

Winter Storage Fees: Discussed raising the inside storage only (12' height limit) fee from \$7.00 to \$8.00 and \$8.00 to \$9.00 respectively. Makovsky motioned to approve the increase, Gebauer seconded. Motion carried.

Fairground rental fees: Gebauer motioned to keep fees as is and Makovsky seconded. Motion carried.

UPS battery replacement: Ludwig explained that the 48 batteries are 5 years old now and need replacing, stated it was one year overdue already. Explained they still are testing fine but could go at any time. Ludwig said the money was in the budget, Makovsky motioned to approve the purchase of new batteries and Gebauer seconded. Motion carried.

Safety lift: Ludwig explained the need for a Genie lift to use in the courthouse, jail, etc. with high ceilings that also can be compacted enough to be transported in the elevator to different levels and used outside, making it safer and quicker for maintenance employees to use instead of heavy scaffolding. States he has it in his budget. Motion by Makovsky to purchase the lift, seconded by Gebauer. Motion carried.

Esadore tower: Ludwig explain that the tower is not being used anymore, wondering what to do with it and a company called about purchasing one. Ludwig also asked if we could pay Shane Begley to do an assessment on it and evaluate cell service northeast of Medford. Begley is the consultant with the county's cell tower. The committee asked Ludwig to investigate Mr. Begley's assistance and possible Esadore tower sale. Motioned by Makovsky and seconded by Gebauer. Motion carried.

Winter Sports Area: Ludwig explained that the Tourism Committee has some thoughts on the use of Snow making equipment for the Winter Sports Area, stated he will be going to the next meeting to see what thoughts they have. After a lengthy discussion of the cost of various things needed before the acquisition of the machine and permits. Makovsky made a motion to table any action until Tourism goals are heard, Gebauer seconded. Motion carried.

Public input and Maintenance Department updates: Ludwig explained that fees from the boat launch and camping permits has been good and updates/repairs were made to Miller Dam and the Highway G sites as well as expanding the Diamond Lake parking lot with an added playground. Purchase of a new parks trailer. After June's crisis training it was found that a vault door mechanism needed repair and security issues were discussed with departments. During a recent power outage a few things were damaged, which Ludwig is checking on an insurance claim. A carpet was replaced in the Education building to a hard floor. Contract has been extended with the Federal building with researching the renovation requests. Tim Hobl gave an update of the fair.

Adjourn the meeting: Makovsky made a motion to adjourn the meeting. Seconded by Gebauer. Motion carried. Meeting adjourned at 10:45 a.m.

Jacky Peterson
Deputy County Clerk

Building, Grounds & Parks Committee

Tuesday, March 12, 2019

Third Floor Meeting room

Call Meeting to Order: Diane Albrecht called the meeting to order at 9:30 a.m.

Members Present: Diane Albrecht, Dan Makovsky and James Gebauer

Members Absent: All present

Other Attendees: Jeff Ludwig Brian Wilson (Star News) and Andria Farrand were also present.

Approve the minutes: Makovsky motioned to approve the minutes, Gebauer seconded. Motion carried.

Approve the Agenda: Gebauer motioned to approve the agenda, Makovsky seconded. Motion carried.

Resolution adopting the Taylor County Outdoor Recreation Plan 2019-2023: Gebauer motioned to approve the plan, Makovsky seconded. Motion carried.

Update on the HVAC digital upgrade at the USDA service center: Ludwig explained that both phases of the upgrade approved at the last meeting have been completed. He provided a demonstration of the system and his ability to now control and troubleshoot the system from his laptop. He can see the details of every room and every unit, allowing him to modify temperatures as needed as well as identify issues. He does receive an alert if there is an issue with any of the systems.

Winter Sports Area: Ludwig reported the hill is in great condition now, but unfortunately had a late start due to weather. The plan is to keep it open an extra weekend, depending again on the weather. New this year is a rule from the State of Wisconsin to perform an inspection every time the tow is started. The safety disconnects need to be tested and a log needs to be kept of each inspection. There also needs to be a training log created for those operating the tow. There have been several improvements to the chalet; the ground floor is now epoxy and will no longer need to be painted every year. They have also utilized the remaining tongue and groove lumber from the addition and are adding it to the lower level.

2019 seasonal boat launch permit fee: Ludwig explained this launch permit started as a seasonal pass for Miller Dam several years ago and last year it was expanded to include Chelsea Lake and Diamond Lake. It generates revenue to maintain the parking lots, boat launch, etc. Discussion continued about the fee and whether it was necessary to raise, but the committee agreed they wanted it to remain affordable for everyone to be able to enjoy the lakes. Motion by Gebauer to keep the seasonal pass fee at \$20.00, seconded by Makovsky. Motion carried.

USDA service center lease agreement: Ludwig stated the lease renewal packet is 139 pages and is asking for many more things than we are willing to accept; for example, they are requesting a 15-year lease, and renovations to the office space, etc. There are also concerns that we may need this space for our own County employees soon.

Corporation Counsel is currently reviewing the renewal packet. Motion was made by Gebauer and seconded by Makovsky to negotiate the contract and provide an update at the next committee meeting.

Maintenance Department updates: Earlier this winter, with the sub-zero temps they were dealing with frozen pipes, and since February 1st it has been snow removal. They have also been working on a thorough cleaning in the jail cells, one cell block at a time, including cleaning, painting and cleaning carpets. This will continue once snow removal is done. The Food Pantry has relocated to another building. This was mutually agreed upon as the space they were renting was not a good fit. That space has already been added to the Rural Virtual Academy lease. With regards to the budget, it is early in the year, but Ludwig stated he will likely be over on snow removal, but hopefully the 2018 carry over will cover it. Summer projects include possibly adding a jungle gym at Diamond Lake as the ones added at Wood Lake and Sacketts lake have been a huge success. Wellington Lake may also see some additions this summer.

Public input: No public input.

Adjourn the meeting: Makovsky made a motion to adjourn the meeting. Seconded by Gebauer. Motion carried. Meeting adjourned at 10:44 a.m.

Andria Farrand
County Clerk