

Buildings and Grounds Committee

Tuesday, November 16, 2021

First Floor West Entrance, Courthouse

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

Members Present: Diane Albrecht, James Gebauer and Rod Adams.

Members Absent: none

Other Attendees: Joe Svejda, Larry Brandl, Brian Wilson- Star News, Tim Hobl, and Andria Farrand.

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

Approve the minutes of the September 20, 2021 meeting: Adams motioned, seconded by Gebauer to approve the minutes of the September 20, 2021 meeting. Motion carried.

Education Center parking lot update: Svejda stated he will be waiting until Spring/Summer to redo this parking lot. There will be no difference in price and there will be less traffic.

Park monitoring update: Svejda stated he looked into trail cams and wireless run \$150.00-\$200.00, but regular battery-operated ones are available as low as \$30.00. Of the 10 parks, he feels he would need cameras in 5 or 6 of them. Not needed until spring. No action taken.

Buildings and Grounds shop improvement: Svejda is proposing to the committee that changes are made to the Buildings and Grounds shop. It is currently divided into a wood shop/breakroom and cold storage for trucks, lawn mowers, etc. The cold storage is shared with Forestry and the Sheriff's Office. He is proposing the Sheriff's Office consolidate into the building at the old Bauer property. He then wants to add a trench drain, unit heaters and check into running a natural gas line to the building so it can be a heated workspace. The committee suggested he get the quotes for potential energy costs; trench drain and heating units and bring it back. It was also mentioned that Forestry would be willing to contribute so they've asked he find out about that as well. No action taken.

Retirement of Art Klimpke and approval to hire the position: Svejda stated that Art submitted his retirement letter, effective January 4th. Motion by Adams, seconded by Gebauer, to approve the hiring of a second shift custodian to replace Art. Motion carried.

Approval of the Custodian job description: Svejda provided a copy of the current job description with proposed additions and deletions. Motion by Adams, seconded by Gebauer, to approve the revised job description. Motion carried.

Maintenance updates:

Miller Dam Boat launch: Svejda stated he has not yet moved forward with the engineering study by Coleman Engineering, as he is concerned about getting the federal and state grant

money. He has solicited another quote from Ayres, but it is not easily comparable to the quote from Coleman, so this is still in progress.

Chair Albrecht asked if he had any updates on the tower survey being performed by Shane Begley. Svejda has not had an update but will reach out for an update as well as a timeline.

Adjourn the meeting: Gebauer motioned, seconded by Adams, to adjourn the meeting. Motion carried. Meeting adjourned at 11:29 a.m.

Andria Farrand
County Clerk

Buildings and Grounds Committee

Monday, September 20, 2021

Third Floor Meeting Room, Courthouse

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

Members Present: Diane Albrecht, James Gebauer and Rod Adams.

Members Absent: none

Other Attendees: Joe Svejda, Larry Brandl, Brian Wilson- Star News and Andria Farrand.

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

Approve the minutes of the August 25, 2021 meeting: Adams motioned, seconded by Gebauer to approve the minutes of the August 25, 2021 meeting. Motion carried.

Fairgrounds: Tim Hobl was not present.

Approve 2022 Maintenance budget: Svejda presented his 2022 budget to the committee with a 0% increase in operations and an overall 4% decrease as wages are overall less in the department. Motion by Gebauer, seconded by Adams, to approve the budget as presented. Motion carried.

Dog Park Resolution: Farrand was looking for clarification for the resolution, whether we are leasing the land to the dog park or selling it. After some discussion, Gebauer made a motion, seconded by Adams, to table until further notice. Motion carried.

Community Center incident-July 17th: Svejda said he will be billing the group that leased the building to cover the costs of the additional cleaning needed by Maintenance.

Food for the snowshoe race: Dave Lemke asked if the Lions could provide their own food for the Snowshoe Race at the Winter Sports Area on January 15, 2022. The committee agrees with this.

Parking Lot recommendation: At the request of Gebauer, Svejda reached out to Gary Gretzinger of the Highway Department to ask for his opinion of whether to repair or replace the parking lot at the Education Center. Gretzinger said if you can't replace it in the next 5 years, then repair it. Svejda to ask Stanfley if there is a cost savings to do it at the same time as the USDA lot.

Deceleration pads at Winter Sports Area: Svejda is proposing purchasing deceleration pads to replace the hay bales used at the tubing hill. These pads are waterproof foam blocks, covered with vinyl and could be used year after year. There were questions regarding the warranty of the pads, as well as if there is a quantity discount. Svejda to get additional information.

Monitoring of parks: Svejda stated that people are using the dumpsters for their household items although there is an ordinance prohibiting it. He questioned whether we should install cameras to help deter them, or possibly start imposing fines for littering. Gebauer suggested he look into the pricing of cameras and bring back to the next meeting.

Other items:

Adjourn the meeting: Gebauer motioned, seconded by Adams, to adjourn the meeting. Motion carried. Meeting adjourned at 10:00 a.m.

Andria Farrand
County Clerk

Buildings and Grounds Committee

Wednesday, August 25, 2021

Third Floor Meeting Room, Courthouse

Call Meeting to Order: Diane Albrecht called the meeting to order at 10:02 a.m.

Members Present: Diane Albrecht, James Gebauer and Rod Adams.

Members Absent: none

Other Attendees: Joe Svejda, Larry Brandl, Tim Hobl-Taylor County Fair Board, Catherine Lemke and Andria Farrand.

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

Approve the minutes of the May 24, 2021 meeting: Gebauer motioned to approve the minutes of the May 24, 2021 meeting, seconded by Adams. Motion carried.

Fairground building rentals: There was discussion regarding the rental on July 17th and the poor condition the building and parking lot were left in. There was a review of the rental fees and security deposit. There was discussion about the \$25.00 security deposit and the fact that it isn't high enough. Motion by Gebauer, seconded by Adams, to change the security deposit to \$100.00 per room. Motion carried.

Dog Park update: Svejda stated that the lease for the USDA building calls out 16 customer parking spots as well as employee parking spots, so we are unable to give permission to the dog park to use the parking lot. He also stated that Naomi requested to lease the County land that is adjacent to the area they are planning to build the dog park. Motion by Adams, seconded by Gebauer, to move the request forward to County Board. Motion carried.

Other items: This was moved up on the agenda by Albrecht, to accommodate Tim Hobl. Hobl first thanked the committee for their support as well as the \$10,000.00 of Powerline money given in the past. He said the fair attendance was up by about 30% over 2019 and the carnival was a huge success. Hobl presented his wish list of needs at the fairgrounds to the committee and asked that they consider using the ARPA money to help. There was no action taken.

Purchase of truck: Svejda stated that the maintenance department needs to replace the 2008 Dodge as it has safety concerns. A new truck with the municipal discount would be \$34,000.00, or he can buy the 2017 Ford F150 from Forestry for \$15,000.00. Motion by Gebauer, seconded by Adams, to approve the purchase of the Forestry F150 for \$15,000.00. Motion carried.

Miller Dam boat landing/Powerline: Svejda received 2 estimates for an engineering study at the Miller Dam boat launch. REI provided a fee of \$9000.00 - \$10,000.00 and Coleman Engineering Co. provided a not to exceed price of \$9,850.00 along with a very detailed description of what it would include. Motion by Gebauer, seconded by Adams, to approve the quote from Coleman Engineering Co. Motion carried.

Parking lots: Svejda stated the parking lot at the USDA building is in need of repair. He received a quote from the Highway Department for \$22,000.00 to repair and chip seal it or replace it for \$30,000.00-\$40,000.00. Motion by Adams, seconded by Gebauer, to replace the parking lot at the USDA building. Motion carried. The lot at the Education Center is also in need of repair. Svejda received a quote from the Highway department for \$22,000.00 to repair it and \$60,000.00-\$80,000.00 to replace it. Gebauer asked Svejda to get Gary's opinion whether to repair it or replace it. No other action taken.

Wood Lake Camp host: Svejda stated that the current camp host has resigned. The campground closes after Labor Day weekend so there isn't an urgency to replacing them. It was discussed that Svejda should create a job description and go through the interview process for next year.

Maintenance updates: no specific updates provided.

Adjourn the meeting: Adams motioned, seconded by Gebauer, to adjourn the meeting. Motion carried. Meeting adjourned at 11:59 a.m.

Andria Farrand
County Clerk

Building, Grounds & Parks Committee

Monday, May 24, 2021

Third County Board Room, Courthouse

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

Members Present: Diane Albrecht, James Gebauer and Rod Adams

Members Absent: none

Other Attendees: Joe Svejda, Larry Brandl, Naomi Hartl, Sara Nuernberger, Shawna Konieczny-Star News and Andria Farrand.

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

Approve the minutes of the March 4, 2021 meeting: Gebauer motioned to approve the minutes of the March 4, 2021 meeting, seconded by Albrecht. Motion carried.

Eagle Scout project: Svejda presented to the committee that the Zirngible family has done Eagle Scout projects in the past with Jeff and would like to do one at the Winter Sports Area this year. Svejda will coordinate it with them.

Wood Lake tree and/or plaque donation: Svejda explained to the committee that Randy Auner, who together with his wife is the camp host at Wood Lake, passed away unexpectedly. Friends want to donate a memorial tree and/or plaque in his honor. Motion by Adams, seconded by Gebauer to allow the tree and plaque as long as it is fitting. Motion carried.

Dog Park: Naomi Hartl was present, representing the Medford Dog Park Corp. She explained they are over two years into the process of building a dog park and they have come to the county to be able to use some of the county land. They have been gifted 8.9 acres from Nestle Corp., adjacent to the Campus Trail, and they will utilize a good portion of it. They are looking to lease the County land which borders the land being gifted by Nestle. Svejda will look at the USDA lease to see what is required for parking, as they will share the parking lot with those using the dog park. It was suggested that Svejda bring back information to the committee for approval, before presenting to the full County Board. Hartl mentioned they are also going to be applying for Powerline funds to assist with the project.

New hire: Svejda stated he has a new Maintenance mechanic hired, Ryan Strebog, and he will be starting June 1st. He has HVAC experience from his previous position.

Sackett lake summer rental: Emmett Gruenwald has rented the snack shack at Sackett Lake from Memorial Day to **Labor** Day and will be selling snacks.

Miller Dam donation of docks and boat landing updates: Svejda advised the committee that the 2 new docks have been donated and put in. Svejda is also trying to connect with vendors to do an engineering study but has only gotten one from REI of Wausau so far, for \$9,000.00. He is waiting on one more from Oak Ridge in Chippewa Falls.

The Miller Dam Lake Association is proposing they put money towards the landing which was initially put in in 2004. They also want to fix the concrete by the pavilion, widen the approach and replace the culvert. They also weren't to add a removable gate, to prevent the ATV traffic in the winter. Motion by Adams, seconded by Gebauer to approve the Miller Dam projects that are funded by the Miller Dam Lake Association. Motion carried.

Fairgrounds updates: Tim Hobl was not present to provide updates to the committee.

Fairgrounds Co-op building covering: Sara Nuernberger, President of the Historical Society, was present to request an 8-foot lean-to be added to the Co-op building. She provided a drawing for review. Gebauer stated he was concerned about the ice and snow load, but suggested Nuernberger work with Hobl and Svejda to see what would work best and bring it back to the committee.

Re-location of Maintenance Director's office: Svejda stated that his office is not really the ideal set-up, and he is still looking for the ideal spot. The committee gave him the go ahead to look for a more suitable location.

Maintenance updates:

Booster pump system- Is 21 years old and will need replacing. He received one quote for \$26,000.00 and is waiting on additional quotes. This is within his budget.

Generator fuel tank- the low-level alarm went off on the underground fuel tank for the generator. He had the Co-op do a test on the fuel that's in there, so he doesn't add new fuel to old fuel. He is waiting on the results before adding to it.

Couplings- leaking on the water pumps, suggests we replace the chilled water pumps first for about \$6000.00. This is within the budget.

Water heater- the water heater at Human Services is leaking out of the casing and needs to be replaced. It was just installed in 2014 and is commercial grade, so it is about \$3600.00 to replace. This is within budget.

Gebauer asked Svejda if he was going to use the old Miller Dam docks at another lake? He stated that the residents of Wellington Lake are requesting a dock. Svejda stated they are not in the best shape. He also stated that Spruce Lake could use one too. The committee suggested he apply for powerline money to add docks at these county parks.

Adjourn the meeting: Gebauer motioned to adjourn the meeting, seconded by Adams. Motion carried. Meeting adjourned at 11:00 a.m.

Andria Farrand
County Clerk

Building, Grounds & Parks Committee

Thursday, March 4, 2021

Third County Board Room, Courthouse

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

Members Present: Diane Albrecht and James Gebauer

Members Absent: Dan Makovsky

Other Attendees: Joe Svejda, Larry Brandl, Brian Wilson-Star News and Andria Farrand were also present.

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

Approve the minutes of the November 18, 2020 meeting: Gebauer motioned to approve the minutes of the November 18, 2020 meeting, seconded by Albrecht. Motion carried.

Approval of job descriptions: The new job descriptions were presented by Svejda. He explained that he worked with HR to more clearly define the roles of the current employees as well as future employees, to ensure better coverage. Pay grades remain the same. Motion by Gebauer, seconded by Albrecht to approve the new job descriptions as presented. Motion carried.

Parks donations: Svejda has received numerous calls from residents wanting to make donations of benches, plaques, etc., and wanted the committee's guidance on how to handle them. The committee agreed he can approve these requests, and if he has any questions, he can bring them to the committee. It was mentioned that there was a request to donate a plaque, giving the history of the Diamond Lake area, Albrecht suggested that something like that be verified by the Historical Society prior to posting.

Winter Sports Area update: Svejda stated that there was a full assessment of how to open safely, reaching out to Clark County who had been reaching out nationally. Due to the lack of snow, then extreme cold, the hill was only open for a 3-week season, but all went well and they had good turnouts.

USDA Lease updates: Farrand stated that they had their first call with the USDA team for the contract kick-off. There were a few hiccups, and some missing information, so that call was ended short. There was then a separate call with Svejda, Farrand and Rachel Geiselman of the USDA to clarify some things. Next call is on March 16th.

Posting of capacity at fairground buildings: Svejda stated the capacity of the Community Center and Multi-Purpose room have been determined, per fire code, and based on their square footage. It was decided by the Executive Committee that rental of the 2 buildings could resume April 1st, with a 25% capacity limit. Farrand to confirm the capacity limit and posting of said limits at the buildings.

Adjourn the meeting: Gebauer motioned to adjourn the meeting, seconded by Albrecht. Motion carried. Meeting adjourned at 9:53 a.m.

Andria Farrand
County Clerk