

**WAUPACA COUNTY PUBLIC PROPERTY COMMITTEE
MINUTES – October 6, 2017**

Chr. Johnson called the meeting to order at 9:00 a.m. and gave the open meeting statement.

Roll call. Chair Johnson, Suprs. Boyer, Rohan, Spierings and Zaug. A quorum was established. Others present: Ron Hansen, Diane Meulemans, Jill Lodewegen, Amanda Welch, Heidi Dombrowski, Brian Haase and John Francis.

Review and Approve Agenda. Chair Johnson asked to amend the agenda to move item number 9 after item number 7 on the agenda. **Motion:** Supr. Zaug moved and Supr. Rohan seconded the motion to approve the amended agenda. The motion carried without a negative vote.

Previous Meeting Minutes. Supr. Boyer noted that after the motion for the lease term, final vote was never noted in the minutes. **Motion:** Supr. Zaug moved and Supr. Boyer seconded the motion to approve the amended previous minutes. The motion carried without a negative vote.

Public Comment. There was one members of the public who did not have comment.

Maintenance Updates: Ron Hansen, Maintenance Director.

- **Facility Study:** Ron introduced Jim Gersich of Dimension IV of Madison. Jim provided the committee with an overview of the facility study noting that the final draft would be available prior to the October 31 County Board Meeting. This study looks at immediate needs for 2018 as well as 5, 10 and 20 year needs.

He apprised the committee of some urgent issues he felt, if possible, should be addressed in the 2018 budget. Building envelope concerns included brick masonry parapet walls that have failed, all exterior caulking that has failed and steel plate brick relief (structural members inside the brick walls) that is rusting and will fall someday. Engineering estimate to repair these items is 1.6 million. In addition, an estimated \$225,000 for proposed 2nd and 3rd floor plans with immediate space needs for the Department of Health and Human Services (DHHS), and security issues for the District Attorney's offices as well as Register in Probate. Finance Director Heidi Dombrowski requested a breakdown for the cost in the DHHS area due to possible grant funding. She also noted that a transfer from the Lakeview Manor enterprise fund would cover most if not all of the 1.825 million. **Motion:** Supr. Boyer moved and Supr. Zaug seconded the motion to include 1.825 million into the 2018 budget for urgent interior and exterior repairs and improvements. Motion carried without a negative vote.

- **Lakeview Manor Update:** Ron informed the committee that First Weber had been contacted, thru recommendation from staff that had WCI appraised, to appraise the building at no cost to the county. First Weber did note that they would recommend not repairing the roof at this time. Chair Johnson noted that at this time of year, we would not be able to repair the roof even if we did go out for Request for Proposal. **Motion:** Supr. Spierings moved and Supr. Rohan seconded the motion to rescind the motion made at the August 11, 2017 meeting to go out for Request for Proposal with different warranty options for the replacement of the LVM room. Motion carried without a negative vote.

Leased land contracts: County Clerk Jill Lodewegen reviewed the proposed Waupaca County Agricultural Land Lease Policy and Lease Template that the informal work group of Brian Haase, County Conservationist, Land & Water Conservation, John Francis, Director, Parks and Sold Waste, Mandy Welch, Human Recourses Director/Administrative Coordinator and Diane Meulemans Corporation Counsel had drafted. **Motion:** Supr. Zaug moved and Supr. Boyer seconded the motion to adopt the policy and lease agreement as presented. Motion carried with Supr. Spierings opposed.

Motion: Supr. Zaug moved and Supr. Boyer seconded the motion to start the bid process for both the PTF Land Lease and Symco Tower Land Lease following the newly adopted policy. Motion carried without a negative vote.

Review next meeting date. The Public Property Committee will meet on Friday November 10, 2017 at 9:00 a.m.

Motion: Supr. Zaug moved and Supr. Rohan seconded to adjourn at 10:20 a.m. Motion carried without a negative vote.

Jill Lodewegen
County Clerk