

**WAUPACA COUNTY PUBLIC PROPERTY COMMITTEE
MINUTES – June 9, 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, and Jill Lodewegen.

Review and Approve agenda. Motion: Supr. Boyer moved and Supr. Zaug seconded the motion to approve the agenda. The motion carried without a negative vote.

Previous meeting minutes. Motion: Supr. Boyer moved and Supr. Rohan seconded the motion to approve the previous minutes. The motion carried without a negative vote.

Public Comment. None

Lakeview Manor Leased Farmland: Supr. Johnson was asked to look into the reduction of acres due to un-tillable land for the Lakeview Manor leased farmland and contacted Clerk Lodewegen to look into it. Her findings included review of the contract with Corporation Counsel which showed that the current lease did not have a modification clause. In review with Land and Water, tillable acres were determined as 174 acres, so a 9 acres credit was already being given for wet areas that were not considered wetlands. It was also discovered that over the past two years, Nickle Farm LLC who lease the land, have been paying the lease at the previous lease amount of \$116 an acre rather than the new lease agreement amount of \$175 an acre. Because of this, an amount of \$19,470 is due to the county for the 2015 and 2016 session. As of this time, the first payment for 2017 had not been received. Supr. Johnson and Supr. Spierings will be contacting the Nickle's regarding balance owned.

Maintenance Updates: Ron Hansen, Maintenance Director.

- **RFP Update:** Ron, Diane, Supr. Johnson and Boyer discussed the interview of three firms for the Facility Study that were done yesterday, noting that Jackie Hoffman replaced Amanda Welch in the selection committee. The selection committee recommended Dimension IV out of Madison for the project at a cost of \$48,000 and an expected completion date of September 2017. **Motion:** Supr. Boyer moved and Supr. Spierings seconded the motion to hire Dimension IV for the Waupaca County Courthouse Space and Facility Needs Assessment. Motion carried without a negative vote.
- **Staffing Update:** Ron reported that his department would be fully staffed by next Tuesday when his newest hire started. He told the committee that he would introduce his two newest employees at the July meeting.
- **Lakeview Manor Update:** NCW inspected the roof and will be giving an estimate for repairs so that we have a general idea of cost. Actual project would need to go out for bid once it was determined if/when the project would be done. Building Service Group, our cleaning service decline the final cleaning of the building. Service Master and Service King were contacted with an estimate to be submitted by Service Master while no response was received from Service King. Ron also noted that the fire alarms had gone off, with no issue found. However concerns on how the fire department would access the building are now being address.
- **Courthouse Grounds:** Parks and Rec. helped maintenance remove the shrubs on the west side and new mini lilacs were planted. South end requires woods chips and new fencing. Ron requested that \$1,500 be allotted from the Public Property budget into the maintenance budget to help with those cost. **Motion:** Supr. Zaug moved and Supr. Spierings seconded the motion to allot \$1,500 from the Public Property budget into the maintenance budge to offset wood chip and fencing cost. Motion carried without a negative vote.

Ron also updated the committee on the additional motorcycle parking both in the main courthouse parking lot and the Sheriff Office parking lot. In addition, he is working with the Highway Department to have Gee Asphalt seal coat the parking lots.

Review next meeting date. The Public Property Committee will meet on July 14, 2017 at 9:00 a.m.

Motion: Supr. Johnson moved and Supr. Zaug seconded to adjourn in closed session at 9:40 a.m.
Motion carried without a negative vote.

Jill Lodewegen
County Clerk