

**WEDNESDAY, MARCH 6, 2019 – 9:00 A.M.**  
**PUBLIC PROPERTY COMMITTEE OF**  
**OCONTO COUNTY BOARD OF SUPERVISORS**  
**CONFERENCE ROOM #2119 – 2ND FLOOR COURTHOUSE BLDG “C”**  
**301 WASHINGTON STREET, OCONTO, WI 54153-1699**

*(Draft minutes, not approved by Committee)*

COMMITTEE PRESENT: Doug McMahon, Karl Ballestad, Bart Schindel, Kenneth Linzmeyer, John Matravets

COMMITTEE ABSENT: None

OTHERS PRESENT: Kevin Noack, Maintenance Engineer; Kevin Hamann, Administrative Coordinator; Paul Bednarik, County Board Chair; Mike Reimer, Director Health & Human Services; Ryan Phillips, Service Master; Debra Konitzer, Health Officer-Public Health Manager; Maria Roberts, Clean Right Janitorial LLC

1. Approval of Agenda
  - A. Change of Sequence  
Motion by Linzmeyer/Schindel to Move Item #9 – Parking for County Vehicle Car 1 and Van 1 in Northeast Lot after Item #4. The motion was voted on and carried.
  - B. Removal of Items – None  
Motion by Schindel/McMahon to approve the agenda as amended. The motion was voted on and carried.
2. Approval of Minutes of Previous Meeting 2/6/2019  
Motion by Schindel/Matravets to approve the February 6, 2019 minutes. The motion was voted on and carried.
3. Communication - None
4. Contract Cleaning Update  
Breakroom Building A needs scrubbing, needs to be done nightly not done for a few weeks. Back Entrance Building C needs to be cleaned and Room #2119 floor and tables not cleaned.
9. Parking for County Vehicle Car 1 and Van 1 in Northeast Lot  
Two County vehicles are now assigned to the Health & Human Services Department. Discussed need to locate them in the parking lot along Park Avenue behind the Law Enforcement Center for convenience for Health & Human Services Staff. Proposal is to use 2 of the current spaces assigned for visitors. Motion by Linzmeyer/Schindel to allow 2 county vehicles to be parked in that lot. The motion was voted on and carried.
5. On-Call Log - None
6. Approval of Department Requests for Office Furniture/Equipment - None
7. Beyer Home Property – No Report
8. Building Restoration After an Event  
Ryan Phillips of Service Masters reviewed the services his firm offers in case of an emergency restoration of one of our facilities.
10. Update of Carryover Accounts  
Finance/Insurance Committee will act on requests at their March 11, 2019 meeting.
11. Quotes Entrance Doors Northeast Corner of Building C  
Contacted 3 firms for quotes, received 2 quotes to date. Cost expected to exceed \$10,000.00 thus need County Board approval.
12. Update on Surplus Furniture  
Most of the file cabinets removed and 3 desks removed, 5 desks still remain. Discussed need to have another Courthouse cleanup day.
13. 2018 Annual Report  
Committee reviewed, motion by McMahon/Matravets to approve the 2018 Annual Report. The motion was voted on and carried.

14. Discuss Old Jail Space  
Discussed possible ideas for use of the old jail space. Part of the funding of \$100,000.00 allocated in 2019 may be used to assist with the Community Development Block Grant (CDBG) Close Out Program.
15. Review 2019 Capital Project  
Reviewed projects slated for 2019 & 2020. Discussed need to plan for and notify departments as projects will cause inconvenience.
16. Review Prior Months Vendor Payments  
Committee reviewed prior months vendor payments.
17. Announcements/General Information (No action to be taken)  
Discussed work anniversaries, LEAN Projects, and use of vacation time for Maintenance Engineer.
18. Set Next Meeting Date  
The next regular meeting is scheduled for April 3, 2019 at 9:00 a.m.
19. Adjournment

Meeting was adjourned at 10:37 a.m.

Kevin Hamann, Administrative Coordinator, Recorder

Posted: 3/6/19