

WEDNESDAY, MAY 8, 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

COMMITTEE ABSENT: Ken Linzmeyer, John Matravers

OTHERS PRESENT: Kevin Noack, Maintenance Engineer; Kathy Goldschmidt, Deputy County Clerk; Maria Roberts and Jenny Frewer, Clean Right Janitorial LLC

1. Approval of Agenda
 - A. Change of Sequence - None
 - B. Removal of Items – NoneMotion by McMahon/Schindel to approve the agenda as presented. The motion was voted on and carried.
2. Approval of Minutes of Previous Meeting 4/3/2019
Motion by Schindel/McMahon to approve the April 3, 2019 minutes. The motion was voted on and carried.
3. Communication
A letter dated May 1, 2019 from Timothy R. Young, Young & Maslowski, LLP, addressed to Kevin Hamann, Administrative Coordinator, requesting signs be installed on all doors with metal detectors. Committee would like temporary signs posted until originals can be ordered from ColorTech and letter sent to Mr. Young advising of the Public Property Committees decision.
4. Contract Cleaning Update
Chair Ballestad stated per contract, a representative from Clean Right Janitorial LLC is to meet with the Maintenance Engineer twice per week, currently not being done. Noack advised committee of the following issues: bathroom in back hallway by courts is not being cleaned, water fountains not being wiped out, and window sills have not been dusted. Clean Right Janitorial LLC denied allegations by the Health & Human Services department head of food be taken by cleaning crew. Also, inquired if they are responsible to clean up after Department functions. Noack responded no. Noack also stated that housekeeping has become an issue again, committee request Noack to place on next Team Meeting Agenda.
5. On-Call Log
There was 1 call-in for the month, April 24, 2019 Data Center Room Temperature alarm went off.
6. Approval of Department Requests for Office Furniture/Equipment - None
7. Beyer Home Property
 - A. Beyer Home Picnic
Committee selected July 18, 2019 for the Beyer Home picnic.
8. Approve Bids Building “A” Water Line Replacement Project
Motion by Schindel/McMahon to award Water Line Replacement bid to De Groot, Green Bay, WI at a cost of \$26,500.00 and recommend resolution to county board. The motion was voted on and carried.
9. Approve Bids Building “A” Roof Replacement Project
Motion by McMahon/Schindel to award Building A Roof Replacement bid to Blindauer Sheet Metal & Roofing, Green Bay, WI at a cost of \$44,137.00 and recommend resolution to county board. The motion was voted on and carried.
10. Approve Bids Building “C” Northeast Corner Door Project
Motion by Schindel/McMahon to award Building “C” Northeast Corner Door bid to LaForce Inc., Green Bay, WI at a cost of \$12,850.00 and recommend resolution to county board. The motion was voted on and carried.
11. Update on Register of Deeds New Office
Phone and computer hooks up are complete and ready for use.

12. Discuss Floor Repairs Register of Deeds Office
Architect viewed floor and reported floor sags, 1/2" off at farthest point. Repairs would be a major undertaking and not in the budget for 2019. Discussed possibly moving desks to areas with least amount of incline for the time being. Committee authorized Maintenance Engineer to get estimates for 2020 budget.
13. Update on Health & Human Service ADA Window
Discussed ADA window in the Health & Human Services Department, committee will wait for final feedback from the Health & Human Services department.
14. Update on Slab on North End of Holy Trinity Lot
Noack updated committee county is not responsible for repair per lease agreement.
15. Update on Law Enforcement Center Sprinkler System
Building inspector advised Noack the sprinkler system in the Sally Port is not wired to the panels, currently has no alarm system. County is not responsible for the repair. Noack will contact Samuels Group for responsible party.
16. Update on Lawn South Side of Law Enforcement Center
Cory's Landscaping, Oconto Falls, WI, viewed area quoting \$2,885.80 to replace top soil and seed, waiting for lawn sprinkler system quote, postponed until further information can be obtained.
17. Update Intercom System in Law Enforcement Center Lobby
Technology Service Director is in the process of receiving a price, postponed until next meeting.
18. Closed Session: The Board may convene into closed session pursuant to SS19.85(1)(C), Wis. Stats., for the purpose of considering performance evaluation data for: Maintenance Department Staff
Motion by McMahon/Schindel to go into closed session at 10:19 a.m. The motion was voted on and carried.
19. Return to Open Session: The Board may convene into closed session pursuant to SS19.85(1)(c), to conduct all legal business, thereafter
Motion by Schindel/McMahon to return to open session at 10:39 a.m. The motion was voted on and carried.
20. Approve Employee Evaluations
Motion by Schindel/McMahon to approve the Maintenance Department Staff evaluations. The motion was voted on and carried.
21. Review Prior Months Vendor Payments
Committee reviewed prior months vendor payments.
22. Announcements/General Information (No action to be taken)
- Noack gave inmate worker update. Committee pleased with working relationship.
23. Set Next Meeting Date
The next regular meeting is scheduled for June 5, 2019 at 9:00 a.m.
24. Adjournment
Adjourned meeting at 11:11 a.m.

Kathy Goldschmidt, Deputy County Clerk, Recorder

Posted: 5/9/19