Lincoln County
Public Property Committee Meeting
Tuesday August 9th, 2016 @ 6:00 PM
Lincoln County Service Center – Room 107
801 N. Sales Street, Merrill WI 54452

AGENDA

1. Call meeting to order
2. Approve minutes of the July 12th, 2016 meeting
3. Public comment
4. Review of vouchers
5. Year to date budget report
6. Maintenance Directors Report
7. Additional Maintenance Department staff
8. Select bidder for Human Services 3rd floor flooring project
9. Maintenance Management system schedule
10. Lincoln County Property in the Schultz building
11. Auction items – Two auction items sold
12. Set future meeting dates
13. Adjourn

Distribution: Public Property Committee: Loretta Baughan, Hans Breitenmoser, Brian Hafeman, Christopher Heller, Tyler Mueller
Administrative Coordinator
Other County Board Supervisors
Department Heads
Beverly King

News Media- Posted on_____at _____m. by_____
Courthouse – Posted on _____ at _____m. by_____
Service Center – Posted on _____at _____m. by_____
Tomahawk Annex – Posted on _____at _____m. by_____

There may be a quorum of other Lincoln County committees present at this meeting. Requests for reasonable accommodations for disabilities or limitations should be made prior to the date of this meeting. Please do so as early as possible so that proper arrangements can be made. Requests are kept confidential.

GENERAL REQUIREMENTS:

1. Must be held in a location which is reasonably accessible to the public.
2. Must be open to all members of the public unless the law specifically provides otherwise.

NOTICE REQUIREMENTS:

1. In addition to any requirements set forth below, notice must also be in compliance with any other specific statue.
2. Chief presiding officer or his/her designee must give notice to the official newspaper and to any members of the news media likely to give notice to the public.

MANNER OF NOTICE:

Date, time, place, and subject matter, including subject matter to be consider in a closed session, must be provided in a manner and form reasonably likely to give notice to the public.

TIME FOR NOTICE:

1. Normally, a minimum of 24 hours prior to the commencement of the meeting.
2. No less than 2 hours prior to the meeting if the presiding officer establishes there is a good cause that such notice is impossible or impractical.

EXEMPTIONS FOR COMMITTEES AND SUB-UNITS:

Legally constituted sub-units of a parent governmental body may conduct a meeting during the recess or immediately after the lawful meeting to act or deliberate upon a subject which was the subject of the meeting, provided the presiding officer publicly announces the time, place, and subject matter of the sub-unit meeting in advance of the meeting of the parent governmental body.

PROCEDURE FOR GOING INTO CLOSED SESSION:

1. Motion must be made, seconded, and carried by roll call majority vote and recorded in the minutes.
2. If motion is carried, chief presiding officer must advise those attending the meeting of the nature of the business to be conducted in the closed session, and the specific statutory exemption under which the closed session is authorized.

STATUTORY EXEMPTIONS UNDER WHICH CLOSED SEESIONS ARE PERMITTED:

1. Deliberation of judicial or quasi-judicial matters. Sec. 19.85(1)(a)
2. Considering dismissal, demotion, or discipline of any public employee or the investigation of charges against such person and the taking of formal action on any such matter; provided that the person is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action is taken. The person under consideration must be advised of his/her right that the evidentiary hearing be held in open session and the notice of the meeting must state the same. Sec. 19.85(1)(b).
3. Considering employment, promotion, compensation, or performance evaluation data of any public employee. Sec. 19.85(1)(c).
4. Considering strategy for crime detection or prevention. Sec. 19.85(1)(d).
5. Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. Sec. 19.85(1)(e).
6. Considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public would likely have an adverse effect on the reputation of the person referred to in such data. Sec. 19.85(1)(f).
7. Conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. Sec. 19.85(1)(g).
8. Considering a request for advice from any applicable ethics board. Sec. 19.85(1)(h).

CLOSED SESSION RESTRICTIONS:

1. Must convene in open session before going into closed session.
2. May not convene in open session, then convene in closed session and thereafter reconvene in open session with twelve (12) hours unless proper notice of this sequence was given at the same time and in the same manner as the original open meeting.
3. Final approval or ratification of a collective bargaining agreement may not be given in closed session.

BALLOTS, VOTES, AND RECORDS:

1. Secret ballot is not permitted except for the election of officers of the body or unless otherwise permitted by specific statutes.
2. Except as permitted above, any member may require that the vote of each member be ascertained and recorded.
3. Motions and roll call votes must be preserved in the record and be available for public inspection.

USE OF RECORDING EQUIPMENT:

The meeting may be recorded, filmed, or photographed, provided that it does not interfere with the conduct of the meeting or the rights of the participants.

LEGAL INTERPRETATION:

1. The Wisconsin Attorney General will give advice concerning the applicability or clarification of the Open Meeting Law upon request.
2. The municipal attorney will give advice concerning the applicability or clarification of the Open Meeting Law upon request.

PENALTY:

Upon conviction, nay member of a governmental body who knowingly attends a meeting held in violation of Subchapter IV, Chapter 19, Wisconsin Statutes, or who otherwise violates the said law shall be subject to forfeiture of not less than $25.00 nor more than $300.00 for each violation.

Meeting Minutes of
Lincoln County Public Property Committee
Tuesday July 12th, 2016
Lincoln County Service Center
801 N. Sales Street – Room 248
Merrill WI, 54452

MEMBERS PRESENT: Hans Breitenmoser, Loretta Baughan, Brian Hafeman, Tyler Mueller
MEMBERS NOT PRESENT: Christopher Heller
VISITORS: Patrick Gierl

1. **Call meeting to order:** Meeting was called to order by committee chair Hans Breitenmoser at 6:03 pm.
2. **Approval of the minutes for June 14th, 2016 meeting**: M/S Hafeman/Baughan to approve minutes as printed – all ayes – motion carried
3. **Public Comment: none**
4. **Review of Vouchers:** placed on file
5. **Year to date budget report:** placed on file
6. **Maintenance Directors report**: placed on file
7. **Quest Construction Data Network program**: Maintenance Director gave a brief overview of the program and advised of a meeting with Corp. Council to discuss in detail. M/S Breitenmoser/Mueller for maintenance director to meet with corporation council and Becher Hoppe to discuss the details of the program and if it is found to be of a benefit for the maintenance dept. and Lincoln County to proceed to implement the program. All ayes – motion carried
8. **Land Transfer Proposal between City of Merrill and Lincoln County Humane Society**: Maintenance Director handed out the proposed resolution drafted by Corporation Council along with the site map to all committee members present; discussion followed. M/S Baughan/Hafeman to forward the resolution as presented to county board for approval. All ayes – motion carried.
9. **Facility Dude maintenance program review**: Maintenance Director handed out the quote presented by Facility Dude and explained line by line the breakdown of costs and dates of payments. Maintenance Director also summarized again the plan and the timeline for implementation. M/S Hafeman/Baughan to move forward with the proposal and to implement the maintenance program. All ayes – motion carried
10. **Auction items:** none
11. **Set future meeting date:** The next meeting of the Public Property committee will be August 9th, 2016 at 6:00 PM at the Lincoln County Service Center in room 107, lower level.
12. **Adjourn:** M/S Mueller/Hafeman to adjourn. All ayes – motion carried. Meeting adjourned at 6:54 PM.

Submitted July 13, 2016
Maintenance Director
Patrick Gierl

YEAR/PERIOD: 2016/7 TO 2016/7

ACCOUNT/VENDOR	DOCUMENT	VOUCHER	PO	YEAR/PR	TYP	S		WARRANT	CHECK	DESCRIPTION
10264051		56 ADDITION								
0010.26.0040.51.541010.				WATER SEWAGE FIRE						
400122 MERRILL WATER UTILIT	202461	270030		2016 7	INV	P	809.80	072116	302244	WATER & SEWER
				ACCOUNT TOTAL			809.80			
0010.26.0040.51.542000.				56 ADDITION CLEANING SERVICES						
003553 CLEAN POWER, L.L.C.	202148	269745		2016 7	INV	P	2,637.26	071416	301984	CLEANING HUMAN SERV
				ACCOUNT TOTAL			2,637.26			
0010.26.0040.51.543000.				56 ADDITION REP AND MAINT						
001563 LA FORCE INC.	202746	270315		2016 7	INV	P	17.00	072816	302382	SUPPLIES
				ACCOUNT TOTAL			17.00			
0010.26.0040.51.560000.				CLEANING SUPPLIES						
000116 CTL COMPANY INC.	202460	270029		2016 7	INV	P	255.50	072116	302191	SUPPLIES
				ACCOUNT TOTAL			255.50			
				ORG 10264051 TOTAL			3,719.56			
10264351		COURTHOUSE								
0010.26.0043.51.543000.				COURTHOUSE REPAIR AND MAINT						
000915 AUTOMATED FLAGPOLE P	202740	270309		2016 7	INV	P	752.26	072816	302345	MOTOR UNIT ASSEMBLY
300014 WAL-MART COMMUNITY B	202755	270324		2016 7	INV	P	9.98	072816	302435	SUPPLIES
				ACCOUNT TOTAL			762.24			
				ORG 10264351 TOTAL			762.24			
10264551		MAINTENANCE SHOP NORTH								
0010.26.0045.51.543000.				MAINT SHOP NORTH REP AND MAINT						
000529 ZIEBELL'S DOOR COMPA	202756	270325		2016 7	INV	P	90.00	072816	302439	3-BUTTON REMOTES
007155 HAYMEADOW ELECTRIC &	202743	270312		2016 7	INV	P	81.89	072816	302372	REIMBURSE SUPPLIES
				ACCOUNT TOTAL			171.89			
				ORG 10264551 TOTAL			171.89			
10264851		GENERAL MAINTENANCE								
0010.26.0048.51.530000.				PROFESSIONAL SERVICES						
000061 BECHER-HOPPE ASSOCIA	202147	269744		2016 7	INV	P	933.60	071416	301966	ARCHITECTURAL SERVI
000061 BECHER-HOPPE ASSOCIA	202741	270310		2016 7	INV	P	3,486.50	072816	302346	ARCHITECTURAL SERVI
							4,420.10			
				ACCOUNT TOTAL			4,420.10			

YEAR/PERIOD: 2016/7 TO 2016/7

ACCOUNT/VENDOR	DOCUMENT	VOUCHER	PO	YEAR/PR	TYP	S		WARRANT	CHECK	DESCRIPTION
0010.26.0048.51.532000.				GEN MAINT CONTRACTS						
000486 UNIFIRST CORPORATION	202465	270034		2016 7	INV	P	24.80	072116	302287	MATS & CARPETS
000486 UNIFIRST CORPORATION	202466	270035		2016 7	INV	P	23.89	072116	302287	MATS & CARPETS
000486 UNIFIRST CORPORATION	202467	270036		2016 7	INV	P	104.95	072116	302287	MATS & CARPETS
000486 UNIFIRST CORPORATION	202468	270037		2016 7	INV	P	181.35	072116	302287	MATS & CARPETS
							334.99			
007265 MARATHON PEST CONTRO	202150	269747		2016 7	INV	P	26.00	071416	302038	PEST CONTROL
007265 MARATHON PEST CONTRO	202747	270316		2016 7	INV	P	26.00	072816	302389	PEST CONTROL
007265 MARATHON PEST CONTRO	202748	270317		2016 7	INV	P	26.00	072816	302389	PEST CONTROL
007265 MARATHON PEST CONTRO	202749	270318		2016 7	INV	P	26.00	072816	302389	PEST CONTROL
007265 MARATHON PEST CONTRO	202750	270319		2016 7	INV	P	26.00	072816	302389	PEST CONTROL
007265 MARATHON PEST CONTRO	202751	270320		2016 7	INV	P	26.00	072816	302389	PEST CONTROL
							156.00			
400247 STATE OF WISCONSIN	202463	270032		2016 7	INV	P	200.00	072116	302276	BOILER PERMITS
				ACCOUNT TOTAL			690.99			
0010.26.0048.51.543004.				MACHINARY REPAIR						
002317 RIESTERER & SCHNELL	202462	270031		2016 7	INV	P	366.80	072116	302267	SUPPLIES
002317 RIESTERER & SCHNELL	202753	270322		2016 7	INV	P	246.43	072816	302418	SUPPLIES
							613.23			
				ACCOUNT TOTAL			613.23			
0010.26.0048.51.543005.				GEN MAINT OTHER BLDG MAINT						
000159 ETCO ELECTRIC SUPPLY	202744	270313		2016 7	INV	P	82.53	072816	302364	SUPPLIES
006931 US LAMP	202754	270323		2016 7	INV	P	2,245.00	072816	302429	SUPPLIES
				ACCOUNT TOTAL			2,327.53			
0010.26.0048.51.552001.				TELEPHONE						
005069 VERIZON WIRELESS	202471	270040		2016 7	INV	P	154.37	072116	302291	CELL PHONES
				ACCOUNT TOTAL			154.37			
0010.26.0048.51.562001.				GENERAL MAINTENANCE FUEL						
000215 HOLIDAY CREDIT OFFIC	202745	270314		2016 7	INV	P	218.66	072816	302375	FUEL
				ACCOUNT TOTAL			218.66			
				ORG 10264851 TOTAL			8,424.88			
10265251		SAFETY BUILDING								
0010.26.0052.51.541010.				WATER SEWER FIRE						
400122 MERRILL WATER UTILIT	202461	270030		2016 7	INV	P	135.00	072116	302244	WATER & SEWER

YEAR/PERIOD: 2016/7 TO 2016/7

ACCOUNT/VENDOR	DOCUMENT	VOUCHER	PO	YEAR/PR	TYP	S		WARRANT	CHECK	DESCRIPTION
				ACCOUNT TOTAL			135.00			
0010.26.0052.51.543000.				SAFETY BUILDING REP AND MAINT						
004404 TRANE U.S. INC	202464	270033		2016 7	INV	P	5,278.57	072116	302284	SUPPLIES
006562 DAHLKE PAINTING	202742	270311		2016 7	INV	P	1,485.00	072816	302356	FILL-PATCH WALLS
				ACCOUNT TOTAL			6,763.57			
0010.26.0052.51.543007.				SAFETY BUILDING JAIL REPAIRS						
000172 FASTENAL COMPANY	202149	269746		2016 7	INV	P	6.46	071416	301999	SUPPLIES
000476 WISCONSIN BUILDING S	202469	270038		2016 7	INV	P	11.98	072116	302305	SUPPLIES
				ACCOUNT TOTAL			18.44			
				ORG 10265251 TOTAL			6,917.01			
10265257		SAFETY BUILDING								
0010.26.0052.57.583001.				SAFETY BUILDING CIP						
000350 OTIS ELEVATOR COMPAN	202752	270321		2016 7	INV	P	10,935.00	072816	302405	ELEVATOR CONTRACT W
				ACCOUNT TOTAL			10,935.00			
				ORG 10265257 TOTAL			10,935.00			
10268151		MAINTENANCE SHOP								
0010.26.0281.51.541010.				WATER SEWER FIRE						
400122 MERRILL WATER UTILIT	202461	270030		2016 7	INV	P	129.10	072116	302244	WATER & SEWER
				ACCOUNT TOTAL			129.10			
0010.26.0281.51.571000.				SUPPLY/MISC - DISPOSABLES						
300014 WAL-MART COMMUNITY B	202755	270324		2016 7	INV	P	72.12	072816	302435	SUPPLIES
				ACCOUNT TOTAL			72.12			
				ORG 10268151 TOTAL			201.22			
10269551		GOVERNMENT SERVICE CNTR								
0010.26.0095.51.541010.				WATER SEWER FIRE						
400122 MERRILL WATER UTILIT	202461	270030		2016 7	INV	P	813.93	072116	302244	WATER & SEWER
				ACCOUNT TOTAL			813.93			
				ORG 10269551 TOTAL			813.93			
FUND 0010 GENERAL FUND				TOTAL:			31,945.73			

FOR 2016 07 JOURNAL DETAIL 2016 7 TO 2016 7

		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
26 MAINTENANCE DEPARTMENT								
0040 56 ADDITION								
10264051 541010	WATER SEWAGE FIRE	3,200	0	3,200	1,569.20	.00	1,630.80	49.0%
2016/07/000071 07/21/2016 API		809.80 VND 400122 PO		MERRILL WATER UTILIT WATER & SEWER				302244
10264051 542000	56 ADDITION CLEANI	45,000	0	45,000	19,947.58	.00	25,052.42	44.3%
2016/07/000041 07/14/2016 API		2,637.26 VND 003553 PO		CLEAN POWER, L.L.C. CLEANING HUMAN SERVICES				301984
10264051 543000	56 ADDITION REP AN	20,000	0	20,000	9,274.72	.00	10,725.28	46.4%
2016/07/000121 07/28/2016 API		17.00 VND 001563 PO		LA FORCE INC. SUPPLIES				302382
10264051 551000	56 ADDITION INSURA	3,000	0	3,000	.00	.00	3,000.00	.0%
10264051 560000	CLEANING SUPPLIES	2,000	0	2,000	1,758.67	.00	241.33	87.9%*
2016/07/000071 07/21/2016 API		255.50 VND 000116 PO		CTL COMPANY INC. SUPPLIES				302191
10264051 562002	ELECTRICITY	47,000	0	47,000	32,580.66	.00	14,419.34	69.3%*
10264051 562003	GAS	21,000	0	21,000	8,473.38	.00	12,526.62	40.3%
10264057 583001	56 ADDITION CIP	205,000	0	205,000	.00	.00	205,000.00	.0%
TOTAL 56 ADDITION		346,200	0	346,200	73,604.21	.00	272,595.79	21.3%
0043 COURTHOUSE								
10264351 532000	COURTHOUSE LINC IN	15,000	0	15,000	7,500.00	.00	7,500.00	50.0%

FOR 2016 07

JOURNAL DETAIL 2016 7 TO 2016 7

		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10264351 541000	COURTHOUSE FUEL	12,000	0	12,000	4,286.30	.00	7,713.70	35.7%
10264351 541010	WATER SEWER FIRE	3,100	0	3,100	1,461.60	.00	1,638.40	47.1%
10264351 543000	COURTHOUSE REPAIR	15,000	0	15,000	6,346.75	.00	8,653.25	42.3%
2016/07/000121 07/28/2016 API		752.26 VND 000915 PO		AUTOMATED FLAGPOLE P MOTOR UNIT ASSEMBLY				302345
2016/07/000121 07/28/2016 API		9.98 VND 300014 PO		WAL-MART COMMUNITY B SUPPLIES				302435
10264351 552001	COURTHOUSE TELEPHO	1,500	0	1,500	617.15	.00	882.85	41.1%
10264351 560000	COURTHOUSE SUPPLIE	5,500	0	5,500	1,514.90	.00	3,985.10	27.5%
10264351 562002	ELECTRIC	23,000	0	23,000	9,292.61	.00	13,707.39	40.4%
10264351 582001	COURTHOUSE OUTLAY	0	10,200	10,200	.00	.00	10,200.00	.0%
10264357 582001	COURTHOUSE TREE PR	0	1,157	1,157	1,150.00	.00	7.00	99.4%*
TOTAL COURTHOUSE		75,100	11,357	86,457	32,169.31	.00	54,287.69	37.2%
0045 MAINT SHOP NORTH								
10264551 543000	MAINT SHOP NORTH R	0	0	0	3,423.25	.00	-3,423.25	100.0%*
2016/07/000121 07/28/2016 API		81.89 VND 007155 PO		HAYMEADOW ELECTRIC & REIMBURSE SUPPLIES				302372
2016/07/000121 07/28/2016 API		90.00 VND 000529 PO		ZIEBELL'S DOOR COMPA 3-BUTTON REMOTES				302439
10264551 560000	NORTH SHOP SUPPLIE	0	0	0	150.12	.00	-150.12	100.0%*
10264551 562002	ELECTRICITY	0	0	0	47.44	.00	-47.44	100.0%*

FOR 2016 07 JOURNAL DETAIL 2016 7 TO 2016 7

		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10264551 562003	MAINT SHOP NORTH G	0	0	0	302.57	.00	-302.57	100.0%*
TOTAL MAINT SHOP NORTH		0	0	0	3,923.38	.00	-3,923.38	100.0%
0048 GENERAL MAINTENANCE								
10264851 511000	GENERAL MAINTENANC	176,576	0	176,576	93,200.25	.00	83,375.75	52.8%
2016/07/000006	07/08/2016 PRJ	6,487.99	REF PAYROL			WARRANT=160708	RUN=2 GENERAL	
2016/07/000060	07/22/2016 PRJ	6,487.99	REF PAYROL			WARRANT=160722	RUN=2 GENERAL	
10264851 520000	GENERAL MAINTENANC	80,937	0	80,937	41,560.02	.00	39,376.98	51.3%
2016/07/000006	07/08/2016 PRJ	2,951.88	REF PAYROL			WARRANT=160708	RUN=2 GENERAL	
2016/07/000060	07/22/2016 PRJ	2,938.10	REF PAYROL			WARRANT=160722	RUN=2 GENERAL	
10264851 530000	PROFESSIONAL SERVI	10,000	0	10,000	5,795.70	.00	4,204.30	58.0%
2016/07/000041	07/14/2016 API	933.60	VND 000061 PO	BECHER-HOPPE ASSOCIA ARCHITECTURAL SERVICES				301966
2016/07/000121	07/28/2016 API	3,486.50	VND 000061 PO	BECHER-HOPPE ASSOCIA ARCHITECTURAL SERVICES				302346
10264851 532000	GEN MAINT CONTRACT	25,000	0	25,000	40,343.59	.00	-15,343.59	161.4%*
2016/07/000041	07/14/2016 API	26.00	VND 007265 PO	MARATHON PEST CONTRO PEST CONTROL				302038
2016/07/000071	07/21/2016 API	200.00	VND 400247 PO	STATE OF WISCONSIN BOILER PERMITS				302276
2016/07/000071	07/21/2016 API	24.80	VND 000486 PO	UNIFIRST CORPORATION MATS & CARPETS				302287
2016/07/000071	07/21/2016 API	23.89	VND 000486 PO	UNIFIRST CORPORATION MATS & CARPETS				302287
2016/07/000071	07/21/2016 API	104.95	VND 000486 PO	UNIFIRST CORPORATION MATS & CARPETS				302287
2016/07/000071	07/21/2016 API	181.35	VND 000486 PO	UNIFIRST CORPORATION MATS & CARPETS				302287
2016/07/000121	07/28/2016 API	26.00	VND 007265 PO	MARATHON PEST CONTRO PEST CONTROL				302389
2016/07/000121	07/28/2016 API	26.00	VND 007265 PO	MARATHON PEST CONTRO PEST CONTROL				302389
2016/07/000121	07/28/2016 API	26.00	VND 007265 PO	MARATHON PEST CONTRO PEST CONTROL				302389
2016/07/000121	07/28/2016 API	26.00	VND 007265 PO	MARATHON PEST CONTRO PEST CONTROL				302389
2016/07/000121	07/28/2016 API	26.00	VND 007265 PO	MARATHON PEST CONTRO PEST CONTROL				302389
10264851 542020	SNOW REMOVAL	5,000	0	5,000	853.92	.00	4,146.08	17.1%
10264851 543001	VEHICLE REPAIR AND	2,000	0	2,000	310.71	.00	1,689.29	15.5%

FOR 2016 07 JOURNAL DETAIL 2016 7 TO 2016 7

		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10264851 543002	GENERAL MAINT BLDG	7,000	0	7,000	139.58	.00	6,860.42	2.0%
10264851 543004	MACHINARY REPAIR	4,000	0	4,000	876.13	.00	3,123.87	21.9%
2016/07/000071	07/21/2016 API	366.80	VND 002317 PO	RIESTERER & SCHNELL	SUPPLIES			302267
2016/07/000121	07/28/2016 API	246.43	VND 002317 PO	RIESTERER & SCHNELL	SUPPLIES			302418
10264851 543005	GEN MAINT OTHER BL	2,500	0	2,500	3,038.29	.00	-538.29	121.5%*
2016/07/000121	07/28/2016 API	82.53	VND 000159 PO	ETCO ELECTRIC SUPPLY	SUPPLIES			302364
2016/07/000121	07/28/2016 API	2,245.00	VND 006931 PO	US LAMP	SUPPLIES			302429
10264851 552001	TELEPHONE	1,500	0	1,500	713.45	.00	786.55	47.6%
2016/07/000071	07/21/2016 API	154.37	VND 005069 PO	VERIZON WIRELESS	CELL PHONES			302291
2016/07/000118	07/28/2016 GEN	10.50	REF SLB			JULY 2016 TELEPHONE CHARGES		
10264851 553000	ADVERTISING	2,500	0	2,500	413.90	.00	2,086.10	16.6%
10264851 554001	PRINTING ALLOCATIO	600	0	600	126.85	.00	473.15	21.1%
10264851 555000	GENERAL MAINT TRAV	5,000	0	5,000	370.00	.00	4,630.00	7.4%
2016/07/000057	07/19/2016 GEN	160.00	REF SLB			MAINT/HWY DSPS TRNG		
10264851 560002	UNIFORMS	1,000	0	1,000	190.47	.00	809.53	19.0%
10264851 561005	OFFICE, FURNITURE	3,000	0	3,000	1,090.00	.00	1,910.00	36.3%
10264851 562001	GENERAL MAINTENANC	500	0	500	1,563.33	.00	-1,063.33	312.7%*
2016/07/000121	07/28/2016 API	218.66	VND 000215 PO	HOLIDAY CREDIT OFFIC	FUEL			302375
10264851 565002	TOOL/EQUIP EXPENDI	1,000	0	1,000	2,218.55	.00	-1,218.55	221.9%*
10264857 581004	EQUIP OUTLAY JOHN	40,000	0	40,000	47,200.00	.00	-7,200.00	118.0%*

FOR 2016 07

JOURNAL DETAIL 2016 7 TO 2016 7

		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10264857 583002	CIP STORAGE FACILI	0	0	0	6,339.82	.00	-6,339.82	100.0%*
10264857 583003	CIP FOCUS ON ENERG	84,000	0	84,000	.00	.00	84,000.00	.0%
TOTAL GENERAL MAINTENANCE		452,113	0	452,113	246,344.56	.00	205,768.44	54.5%
0052 SAFETY BUILDING								
10265251 530000	SAFETY BUDG CONTRA	0	0	0	4,500.00	.00	-4,500.00	100.0%*
10265251 541000	SAFETY BLDG ELECTR	70,000	0	70,000	31,323.42	.00	38,676.58	44.7%
10265251 541010	WATER SEWER FIRE	34,000	0	34,000	16,110.54	.00	17,889.46	47.4%
2016/07/000071	07/21/2016 API	135.00 VND 400122 PO		MERRILL WATER UTILIT WATER & SEWER				302244
10265251 543000	SAFETY BUILDING RE	23,500	0	23,500	21,402.03	.00	2,097.97	91.1%*
2016/07/000071	07/21/2016 API	5,278.57 VND 004404 PO		TRANE U.S. INC	SUPPLIES			302284
2016/07/000121	07/28/2016 API	1,485.00 VND 006562 PO		DAHLKE PAINTING	FILL-PATCH WALLS			302356
10265251 543006	SAFETY BLDG NON-JA	2,500	0	2,500	365.00	.00	2,135.00	14.6%
10265251 543007	SAFETY BUILDING JA	2,500	0	2,500	2,686.47	.00	-186.47	107.5%*
2016/07/000041	07/14/2016 API	6.46 VND 000172 PO		FASTENAL COMPANY	SUPPLIES			301999
2016/07/000071	07/21/2016 API	11.98 VND 000476 PO		WISCONSIN BUILDING S	SUPPLIES			302305
10265251 560000	SAFETY BUILDING SU	7,500	0	7,500	2,141.65	.00	5,358.35	28.6%
10265251 562003	GAS	40,000	0	40,000	16,224.78	.00	23,775.22	40.6%
10265257 582001	SAFETY BUILDING FI	50,000	0	50,000	.00	.00	50,000.00	.0%

FOR 2016 07 JOURNAL DETAIL 2016 7 TO 2016 7

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10265257 583001 SAFETY BUILDING CI	25,000	0	25,000	21,870.00	.00	3,130.00	87.5%*
2016/07/000121 07/28/2016 API	10,935.00 VND 000350 PO		OTIS ELEVATOR COMPAN ELEVATOR CONTRACT WORK				302405
TOTAL SAFETY BUILDING	255,000	0	255,000	116,623.89	.00	138,376.11	45.7%
0053 TOMAHAWK ANNEX							
10265351 532000 TOMK ANNEX SECRETA	25,000	0	25,000	120.00	.00	24,880.00	.5%
10265351 541000 TOM ANNEX UTILITY	2,000	0	2,000	1,311.29	.00	688.71	65.6%*
10265351 542000 TOMK ANNEX CLEANIN	1,500	0	1,500	630.00	.00	870.00	42.0%
10265351 544001 TOMK ANNEX RENTAL	5,500	0	5,500	7,700.00	.00	-2,200.00	140.0%*
10265351 552001 TOMK ANNEX TELEPHO	600	0	600	757.56	.00	-157.56	126.3%*
10265351 560000 TOMK ANNEX SUPPLIE	250	0	250	79.20	.00	170.80	31.7%
TOTAL TOMAHAWK ANNEX	34,850	0	34,850	10,598.05	.00	24,251.95	30.4%
0095 GOVERNMENT SERVICE CNTR							
10269551 531320 GOV SERV CNTR CONT	50,000	0	50,000	18,170.61	.00	31,829.39	36.3%
10269551 541010 WATER SEWER FIRE	3,500	0	3,500	1,609.74	.00	1,890.26	46.0%
2016/07/000071 07/21/2016 API	813.93 VND 400122 PO		MERRILL WATER UTILIT WATER & SEWER				302244
10269551 543000 GOV SERV CNTR REPA	15,000	0	15,000	10,427.45	.00	4,572.55	69.5%*

FOR 2016 07 JOURNAL DETAIL 2016 7 TO 2016 7

		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10269551 560000	GOV SERV CNTR SUPP	7,000	0	7,000	1,760.37	.00	5,239.63	25.1%
10269551 562002	ELECTRIC	42,500	0	42,500	19,002.20	.00	23,497.80	44.7%
10269551 562003	GAS	7,000	0	7,000	1,570.30	.00	5,429.70	22.4%
TOTAL GOVERNMENT SERVICE CNTR		125,000	0	125,000	52,540.67	.00	72,459.33	42.0%
0281 MAINTENANCE SHOP								
10268151 541010	WATER SEWER FIRE	600	0	600	258.20	.00	341.80	43.0%
2016/07/000071	07/21/2016 API	129.10 VND 400122 PO		MERRILL WATER UTILIT WATER & SEWER				302244
10268151 543002	BUILDING REPAIR AN	2,000	0	2,000	664.56	.00	1,335.44	33.2%
10268151 560000	SUPPLIES - HARD LI	1,000	0	1,000	489.75	.00	510.25	49.0%
10268151 562002	ELECTRICITY	900	0	900	493.11	.00	406.89	54.8%
10268151 562003	GAS	3,000	0	3,000	431.60	.00	2,568.40	14.4%
10268151 571000	SUPPLY/MISC - DISP	500	0	500	403.20	.00	96.80	80.6%*
2016/07/000121	07/28/2016 API	72.12 VND 300014 PO		WAL-MART COMMUNITY B SUPPLIES				302435
TOTAL MAINTENANCE SHOP		8,000	0	8,000	2,740.42	.00	5,259.58	34.3%
TOTAL MAINTENANCE DEPARTMENT		1,296,263	11,357	1,307,620	538,544.49	.00	769,075.51	41.2%
TOTAL EXPENSES		1,296,263	11,357	1,307,620	538,544.49	.00	769,075.51	
GRAND TOTAL		1,296,263	11,357	1,307,620	538,544.49	.00	769,075.51	41.2%

** END OF REPORT - Generated by Amy Kohnhorst **

Maintenance Directors Report

August 9th, 2016

7-6-16 Met with the Sheriff's office personnel to coordinate the carpet/painting/tile project.
Conference call with Daniel from Facility Dude Co.
7-7-16 Met with Mavo at the jail to begin the asbestos abatement of tile
7-8-16 Met with Cummins-N-Power to work on the safety building generator
Met with Andy from Custom Murals for sign work at the Human Services building
Met with Sharon and Renee to work on the SDS manual for Human Services Bldg.
7-12-16 Attended the Public Property committee meeting
7-13-16 Met with Dawn from Finance on budget line item questions
7-18-16 Meeting with Randy on the new maintenance position and the wage study
Meeting with Pine Crest to discuss questions that were asked about the new generator
Meeting with Randy and Dan on funding the new maintenance position
7-19-16 Met with Noah from Cintas to update all the first aid bags in the county.
7-19-16 Attended the county board meeting
7-20-16 Met with Jim Kroll and Mason Klimek regarding the jail HVAC project
Teleconference with Randy and the rep from the wage study to discuss the maintenance position.
Teleconference with Daniel from Facility Dude regarding start date.
Teleconference with the rep from QuestCDN for training
7-21-16 Webinar on the QuestCDN site to set up Lincoln County site.
7-22-16 Met with Kevin from Forestry and Matt from Land Services to set up annual fire extinguisher inspection on all vehicle extinguishers.
7-27-16 Met with Randy regarding the items missing from the Schultz building
7-28-16 Attended the Dept. Head meeting
Met with the auction bid winners to distribute items
Met with Nancy to discuss the QuestCDN website and our plan to move forward
Held the bid opening for the third floor flooring project
Met with Nancy to discuss the Schultz building and the county property

Current RFP's out for bid are the Health and Human Services window project. Evidence building concrete project complete.

Report prepared 8-1-2016

Patrick Gierl

LINCOLN COUNTY BID FORM: Human Services Flooring Project **Date:** July 28th, 2016

Contractor	Base Bid	Alternate #1	Alternate #2	Alternate #3	Comments
TMI Coatings 3291 Terminal Drive St. Paul MN 55121	$83,730	see notes on the bid for (4) items for alternate bids			This bid exceeds the threshhold for budget limits.

Due to the exceeding high bid and the complexity of facilitating this project in one large project, it is my recommendation to rebid this in smaller areas to accommodate the building occupants and to bring the project costs more in line with Industry standards for price per square foot.

Bid Reader: Patrick Gierl

Witnes to Bid opening: Chris Marlow

PROPOSAL

TMI Coatings, Inc.

3291 Terminal Drive, St. Paul, Minnesota 55121-1610 Phone: 651-452-6100 Fax: 651-452-0598

Painting & Restoration Contractors

Lincoln County Maintenance Department
Attn: Maintenance Director
801 N. Sales Street
Merrill, WI 54452
Phone 715-536-0347

NOTE: This proposal may be withdrawn by TMI if not accepted within 90 days.

Date: July 26, 2016
Regarding: Protective Flooring

Lincoln County Health & Human Service Center 3rd Floor Flooring
Proposal Due July 28, 2016 at 2:00 p.m.

TMI Coatings, Inc. (TMI) is certified as a woman owned business, so every dollar spent with TMI counts toward your diversity spending goals.

TMI has reviewed your request and proposes the following:

3rd Floor – 607 North Sales Street: 3,515 sq. ft.

1. Owner to relocate all movable equipment from floor area prior to TMI's arrival. Owner to degrease, wash, scrub and thoroughly rinse clean floor. Allow to dry.
2. TMI to follow Instructions and Specification for epoxy decorative broadcast flooring system per Request For Proposal dated June 2, 2016.

YOUR COST INCLUDING LABOR AND MATERIALS INSTALLED $83,730

NOTES:
1. Bid is based on one job mobilization/demobilization; add $1,500 for each additional mobilization if required by Lincoln County Maintenance Department.
2. Bid is based on weekday work beginning after 4:30 daily or weekends; add $1,320 for weekend work.
3. Alternate #1 for 6" cove base, add an additional $8.00 per lineal foot or $8,000 to bid above.
4. Add 1% to final contract for bond.
5. TMI has received Addendum 6/24/16.

TMI Coatings has had excellent success in the coating industry. Enclosed are references for your review.

Thank you for the opportunity to submit this proposal to you. You can check out our company history and other coating services at our website at www.tmicoatings.com. Visit TMI Coatings' blog at www.tmicoatingsblog.net to learn about problems we have solved for customers like you or become a fan of TMI Coatings on Facebook. If you have any questions about our bid, please call me at 1-800-328-0229.

If e-mail is an effective communication tool for you, feel free to contact me at belwood@tmicoatings.com with any questions or comments regarding this proposal.

Encl.: Wisconsin Flooring Projects Reference List
Floor Coating blog (6/13)

P:\Secretary\Amy\TMIP\L\Lincolncountyhealth01be.Doc(roh)

ACCEPTANCE

The undersigned hereby accepts TMI's proposal and authorizes TMI to furnish all materials and labor required to complete the work set

Bidder	Item	Qty	Description	Tax	Amount
64659	96734	1	**Hobart A-200T Tabletop Commercial Mixer w/ Rolling Stand** - 115 Volt - CONDITION: Unit works but the motor is getting weak -- SOLD AS IS - SELLER INVENTORY#: - SELLER: Lincoln County Maintenance - LOCATION: 801 North Sales Street, Merrill, WI 54452 - CONTACT: Patrick Gierl at 715-218-6756 or pgierl@co.lincoln.wi.us - Inspections are highly encouraged. Please call or email with questions and to schedule appointments for inspection or pickup - Monday - Friday 9am - 2pm - Appointments are required, no walk-ins. - Click on Photo or Item # for full Details	0.15	735.00

Bid total:	735.00
Premium:	110.25
Sub-total:	845.25
Total:	845.25
Visa	845.25
Balance Due:	0.00

* Paid in Full *

Date picked up
7/28/16

Bidder	Item	Qty	Description	Tax	Amount
15953	96735	1	**38' Aluminum Flag Pole** - - CONDITION: Lanyard assembly needs replacing and there are several dents on the pole -- SOLD AS IS - SELLER INVENTORY#: - SELLER: Lincoln County Maintenance - LOCATION: 801 North Sales Street, Merrill, WI 54452 - CONTACT: Patrick Gierl at 715-218-6756 or pgierl@co.lincoln.wi.us - Inspections are highly encouraged. Please call or email with questions and to schedule appointments for inspection or pickup - Monday - Friday 9am - 2pm - Appointments are required, no walk-ins. - Click on Photo or Item # for full Details	35.175	344.99

Bid total:	344.99
Premium:	60.37
Sub-total:	405.36
Lincoln 5.5% (0.055) **Tax:**	22.29
Total:	427.65
Master Card	427.65
Balance Due:	0.00

* Paid in Full *

Date Pickup up 7/28/16