

Lincoln County
Public Property Committee Meeting
Tuesday October 4th, 2016 @ 6:00 PM
Lincoln County Service Center – Room 248
801 N. Sales Street, Merrill WI 54452

AGENDA

1. Call meeting to order
2. Approve minutes of the September 13th, 2016 meeting
3. Public comment
4. Review of vouchers
5. Year to date budget report
6. Maintenance Directors Report
7. Lease renewal for CW Solutions – Health and Human Services Building
8. Lease Renewal for Forward Services – Health and Human Services Building
9. Select bidder for Safety Building HVAC project
10. Select bidder for the Health and Human Services 3rd. floor flooring project.- bid results to be handed out at the meeting.
11. Enclosed Trailer purchase from the Hwy. Dept.
12. Health and Human Services Generator project
13. Facility Dude program update
14. Schultz Bldg. inventory review
15. Auction items
16. Set future meeting dates
17. 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 statute.
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 considered 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 SESSIONS 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, any 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 September 13th, 2016
Lincoln County Service Center
801 N. Sales Street – Room 107
Merrill WI, 54452

MEMBERS PRESENT: Loretta Baughan, Hans Breitenmoser, Brian Hafeman, Christopher Heller,

MEMBERS NOT PRESENT: Tyler Mueller

VISITORS: Patrick Gierl, Randy Scholz, Brian Severt

1. **Call meeting to order:** Meeting was called to order by chairman Hans Breitenmoser at 6:00 pm
2. **Approval of the minutes from August 9th, 2016 meeting:** M/S Heller/Baughan to approve the minutes as written. All ayes – motion carried
3. **Public Comment:** Brian Severt commented on the status of the returned furniture from the city of Merrill and his concern that everything was not returned. He commented that he tried to email the county, specifically the administrative coordinator and the maintenance director to be placed on the agenda and did not get a response from either. He did not know that the item was on the September agenda but was happy that it was, giving him time to comment on other issues he had concerns about. He informed the committee that the city was in possession of a complete set of pictures and they might be interested in getting a set to ensure the county had received all the items contained in the Schultz building that belonged to them. He also requested that he be given the opportunity to view what was returned. The maintenance Director will be meeting with him on Wednesday, September 14th, 2016 at a time convenient with Brian to show him all items that were returned to the county. Committee chair Breitenmoser asked that item 8 on the agenda be brought forward for discussion pertinent to the public comment by Brian Severt. All agreed.
4. **Lincoln County Property in the Schultz building update:** Maintenance Director advised that the attorney for Ruder Ware had questioned him on the incident regarding the property from the Schultz building. As of today the investigation is still open and pending. Maintenance Director did inform the committee that the items believed to have been taken were returned and are now stored in a room at the courthouse for future use. M/S Hafeman/Baughan to have the maintenance director obtain from the City of Merrill all public records pertaining but not limited to any inventory and pictures of the contents from the Schultz building for review at the October Public Property meeting. All ayes – motion carried
5. **Review of Vouchers:** placed on file
6. **Year to date budget report:** placed on file
7. **Maintenance Directors report:** placed on file
8. **Select bidder for the Human Services window project:** M/S Baughan/Hafeman to accept Lueck Inc. as the contractor for the window project with a bid of \$310,215.00. No alternate additions were added. All ayes – motion carried.
9. **Present the Maintenance Department 10 year plan for approval:** Maintenance Director presented the plan and explained the highlights of the plan to the committee. Committee member Baughan expressed her gratitude for a very complete and comprehensive look at the department with agreement from the others present. M/S Heller/Baughan to accept the 10 year plan with attachments and to forward report onto the County Administrative coordinator. All ayes – motion carried.
10. **Health and Human Services building generator project:** Maintenance Director informed the committee that he wanted to discuss the project with them and to answer questions regarding the timing of this project and to the “why” it was on the maintenance department project list and not on the Pine Crest expansion project. Maintenance Director explained the need for emergency backup power for the Health and Human Services building and the need to keep the critical departments occupying the building up and running in the event of a power outage. Administrative Coordinator Randy Scholz expressed concern that

currently there is no plan in place to enable that these offices to function and that it is critical to have a means to conduct business in the event of any kind of power loss. The current generator now providing power primarily for the dietary department at Pine Crest is well beyond its life cycle and should be replaced as soon as possible giving Lincoln County the opportunity to size it for the needs of both Pine Crest and the Human Services building. With the current unit located within the Health and Human Services building it falls under the watch of the Lincoln County maintenance department. The generator would continue to be shared by both entities and would be relocated to an outdoor location west of the current location in the vicinity of the relocated transformer. Committee decided to table the discussion until the October meeting, pending the outcome of the Pine Crest expansion project.

11. Convene into close session:

Consideration of motion to adjourn into closed session pursuant to Section 19.85(1) (c), WI Stats., for purpose of considering employment, promotion or performance evaluation data of a public employee over which the governmental body has jurisdiction or exercise responsibility, including discussion of performance of administrative employee.

a) Maintenance Directors Performance Review –

M/S Heller/Hafeman to convene into close session with request to have Scholz and Gierl remain in the meeting

Roll call vote: Baughan – yes, Breitenmoser – yes, Hafeman – yes, Heller – yes:

12. Reconvene into open session: M/S Hafeman/Heller to convene into open session: Roll call vote:

Baughan – yes, Breitenmoser – yes, Hafeman – yes, Heller – yes.

13. Take any necessary action discussed in close session: M/S Heller/Hafeman to promote the Maintenance Director to the next eligible step with an excellent review from all committee members. All ayes – motion carried.

14. Auction items: request to buy a used office chair. – Maintenance Director informed the committee that requests for individuals to purchase any Lincoln County property will have to be done through the current process of open bidding on the Wisconsin Surplus public auction site.

15. Set next meeting date: The next meeting of the Public Property committee will be October 11th, 2016 at the Lincoln County Service Center at 6:00 pm in room 248.

16. Adjourn: M/S Hafeman/Baughan to adjourn the meeting at 7:20 pm. All ayes – motion carried

Submitted September 14, 2016
Maintenance Director
Patrick Gierl



DOCUMENT P.O. INV DATE VOUCHER WARRANT CHECK # INVOICE NET DUE DATE TYPE STS INVOICE DESCRIPTION

60 LARRY D. BAUMGART

204737 INVOICE: 13911 08/31/2016 272193 091516 303365 440.00 09/15/2016 INV PD WASTE REMOVAL
 CHECK DATE: 09/15/2016

61 BECHER-HOPPE ASSOCIATES INC.

204738 INVOICE: 19910 08/31/2016 272194 091516 303367 173.66 09/15/2016 INV PD ARCHITECTURAL SERVICES
 CHECK DATE: 09/15/2016

678 CENTRAL CARPET & FLOORING

204739 INVOICE: 10279 08/31/2016 272195 091516 303378 2,944.40 09/15/2016 INV PD CARPET TILES SHERIFF DEPT
 CHECK DATE: 09/15/2016
 205283 INVOICE: 10280 09/29/2016 272718 092916 303669 734.00 09/29/2016 INV PD CARPET TILES SHERIFF DEPT
 CHECK DATE: 09/29/2016

3553 CLEAN POWER, L.L.C.

205058 INVOICE: 60349 09/22/2016 272514 092216 303565 2,637.26 09/22/2016 INV PD CLEAN HUMAN SERVICES
 CHECK DATE: 09/22/2016

623 CONSTELLATION ENERGY SERVICES

204896 INVOICE: 1692741 08/31/2016 272352 091916 6859 1,042.75 09/19/2016 INV PD NATURAL GAS SERVICE
 CHECK DATE: 09/19/2016

116 CTL COMPANY INC.

204257 INVOICE: S2085180.001 08/31/2016 271743 090116 303153 155.53 09/01/2016 INV PD SUPPLIES
 CHECK DATE: 09/01/2016
 205285 INVOICE: S2088294.001 09/29/2016 272720 092916 303676 641.17 09/29/2016 INV PD SUPPLIES
 CHECK DATE: 09/29/2016
 205286 INVOICE: S2096574.001 09/29/2016 272721 092916 303676 288.26 09/29/2016 INV PD SUPPLIES
 CHECK DATE: 09/29/2016
 205284 INVOICE: S2096583.001 09/29/2016 272719 092916 303676 337.64 09/29/2016 INV PD SUPPLIES
 CHECK DATE: 09/29/2016

159 ETCO ELECTRIC SUPPLY

204379 INVOICE: 3230208 08/31/2016 271864 090816 303298 55.64 09/08/2016 INV PD SUPPLIES
 CHECK DATE: 09/08/2016
 204791 INVOICE: 3230889 09/15/2016 272247 091516 303399 47.88 09/15/2016 INV PD SUPPLIES
 CHECK DATE: 09/15/2016
 204792 INVOICE: 3230890 09/15/2016 272248 091516 303399 180.00 09/15/2016 INV PD SUPPLIES
 CHECK DATE: 09/15/2016

172 FASTENAL COMPANY

204259 INVOICE: WIMERR89922 08/31/2016 271745 090116 303166 25.84 09/01/2016 INV PD SUPPLIES
 CHECK DATE: 09/01/2016

1,422.60

283.52



DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET DUE DATE	TYPE	STS	INVOICE DESCRIPTION
204258	WIMPER90067	08/31/2016	271744	090116	303166	22.84 09/01/2016	INV	PD	SUPPLIES
						48.68			
173 FERGUSON ENTERPRISES #331									
204380		08/31/2016	271865	090816	303299	261.38 09/08/2016	INV	PD	SUPPLIES
204260		08/31/2016	271746	090116	303167	50.44 09/01/2016	INV	PD	SUPPLIES
						311.82			
7180 GARBBER TOOL & MACHINE									
205287		09/29/2016	272722	092916	303695	480.00 09/29/2016	INV	PD	ADAPTERS FOR THERMOSTATS
6160 HEARTLAND COOPERATIVE									
204997		08/31/2016	272453	092216	303575	17.00 09/22/2016	INV	PD	FUEL
204996		08/31/2016	272452	092216	303575	18.66 09/22/2016	INV	PD	FUEL
204998		08/31/2016	272454	092216	303575	34.97 09/22/2016	INV	PD	FUEL
204999		08/31/2016	272455	092216	303575	19.00 09/22/2016	INV	PD	FUEL
						89.63			
215 HOLIDAY CREDIT OFFICE									
205288		09/29/2016	272723	092916	303702	220.96 09/29/2016	INV	PD	FUEL
5107 KIMMONS ROOFING & VENTILATION LLC									
205289		09/29/2016	272724	092916	303708	2,067.00 09/29/2016	INV	PD	NEW FLAT ROOF COURTHOUSE
261 LINDER ELECTRIC MOTOR INC									
204793		09/15/2016	272249	091516	303428	209.40 09/15/2016	INV	PD	SUPPLIES
7265 MARATHON PEST CONTROL									
205291		09/29/2016	272726	092916	303713	26.00 09/29/2016	INV	PD	PEST CONTROL
205292		09/29/2016	272727	092916	303713	26.00 09/29/2016	INV	PD	PEST CONTROL
205295		09/29/2016	272730	092916	303713	26.00 09/29/2016	INV	PD	PEST CONTROL
205293		09/29/2016	272728	092916	303713	26.00 09/29/2016	INV	PD	PEST CONTROL
205294		09/29/2016	272729	092916	303713	26.00 09/29/2016	INV	PD	PEST CONTROL

DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET DUE DATE	TYPE	STS	INVOICE DESCRIPTION
205290	INVOICE: 23225	09/29/2016	CHECK DATE: 272725	092916	303713	26.00	09/29/2016	INV	PD PEST CONTROL
	INVOICE: 24179		CHECK DATE: 09/29/2016						
277 MENARDS									
204261	INVOICE: 43429	08/31/2016	CHECK DATE: 271747	090116	303194	67.79	09/01/2016	INV	PD SUPPLIES
204794	INVOICE: 44657	09/15/2016	CHECK DATE: 272250	091516	303432	363.43	09/15/2016	INV	PD SUPPLIES
	INVOICE: 44657		CHECK DATE: 09/15/2016						
216 MERRILL ACE HARDWARE									
204751	INVOICE: 102648515	08/31/2016	CHECK DATE: 272207	091516	303433	6.74	09/15/2016	INV	PD SUPPLIES
204759	INVOICE: 153919/1	08/31/2016	CHECK DATE: 272215	091516	303433	2.25	09/15/2016	INV	PD SUPPLIES
204754	INVOICE: 154091/1	08/31/2016	CHECK DATE: 272210	091516	303433	11.67	09/15/2016	INV	PD SUPPLIES
204755	INVOICE: 154135/1	08/31/2016	CHECK DATE: 272211	091516	303433	5.39	09/15/2016	INV	PD SUPPLIES
204756	INVOICE: 154225/1	08/31/2016	CHECK DATE: 272212	091516	303433	13.49	09/15/2016	INV	PD SUPPLIES
204757	INVOICE: 154234/1	08/31/2016	CHECK DATE: 272213	091516	303433	2.24	09/15/2016	INV	PD SUPPLIES
204758	INVOICE: 154257/1	08/31/2016	CHECK DATE: 272214	091516	303433	30.80	09/15/2016	INV	PD SUPPLIES
204752	INVOICE: 154268/1	08/31/2016	CHECK DATE: 272208	091516	303433	13.64	09/15/2016	INV	PD SUPPLIES
204742	INVOICE: 154366/1	08/31/2016	CHECK DATE: 272198	091516	303433	64.90	09/15/2016	INV	PD SUPPLIES
204760	INVOICE: 154473/1	08/31/2016	CHECK DATE: 272216	091516	303433	8.09	09/15/2016	INV	PD SUPPLIES
204753	INVOICE: 154587/1	08/31/2016	CHECK DATE: 272209	091516	303433	3.10	09/15/2016	INV	PD SUPPLIES
204746	INVOICE: 154612/1	08/31/2016	CHECK DATE: 272202	091516	303433	1.16	09/15/2016	INV	PD SUPPLIES
204747	INVOICE: 154624/1	08/31/2016	CHECK DATE: 272203	091516	303433	1.61	09/15/2016	INV	PD SUPPLIES
204748	INVOICE: 154626/1	08/31/2016	CHECK DATE: 272204	091516	303433	16.11	09/15/2016	INV	PD SUPPLIES
204749	INVOICE: 154707/1	08/31/2016	CHECK DATE: 272205	091516	303433	.21	09/15/2016	INV	PD SUPPLIES
204750	INVOICE: 154737/1	08/31/2016	CHECK DATE: 272206	091516	303433	.07	09/15/2016	INV	PD SUPPLIES
204740	INVOICE: 154852/1	08/31/2016	CHECK DATE: 272196	091516	303433	7.90	09/15/2016	INV	PD SUPPLIES
204741	INVOICE: 154895/1	08/31/2016	CHECK DATE: 272197	091516	303433	3.59	09/15/2016	INV	PD SUPPLIES
204743	INVOICE: 154896/1	08/31/2016	CHECK DATE: 272199	091516	303433	5.84	09/15/2016	INV	PD SUPPLIES
204744	INVOICE: 154906/1	08/31/2016	CHECK DATE: 272200	091516	303433	8.09	09/15/2016	INV	PD SUPPLIES

431.22

DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET DUE DATE	TYPE	STS	INVOICE DESCRIPTION
204745	INVOICE: 154910/1	08/31/2016	272201	091516	303433	23.39 09/15/2016	INV	PD	SUPPLIES
310 NAPA AUTO PARTS OF MERRILL									
204381	INVOICE: 613510	08/31/2016	271866	090816	303320	59.08 09/08/2016	INV	PD	BATTERY
4639 RIVERSIDE CLEANING SERVICE									
204761	INVOICE: 11589	08/31/2016	272217	091516	303469	3,575.00 09/15/2016	INV	PD	CLEAN SERVICE CENTER
465 TOMAHAWK LEADER, INC									
204762	INVOICE: 204762	08/31/2016	272218	091516	303498	132.60 09/15/2016	INV	PD	WINDOWS,AIR HANDLING EQUIP UPG
6273 SEFERINO TREVINO									
204072	INVOICE: 204072	09/01/2016	271557	090116	6849	1,100.00 09/01/2016	INV	PD	RENT
479 TRIDENT SUPPLY									
205296	INVOICE: A9489	09/29/2016	272731	092916	303741	202.60 09/29/2016	INV	PD	SUPPLIES
486 UNIFIRST CORPORATION									
204795	INVOICE: 0981980809	09/15/2016	272251	091516	303505	26.70 09/15/2016	INV	PD	MATS & CARPETS
204796	INVOICE: 0981980810	09/15/2016	272252	091516	303505	192.90 09/15/2016	INV	PD	MATS & CARPETS
205059	INVOICE: 0981980811	09/22/2016	272515	092216	303635	111.80 09/22/2016	INV	PD	MATS & CARPETS
204797	INVOICE: 0981980955	09/15/2016	272253	091516	303505	25.79 09/15/2016	INV	PD	MATS & CARPETS
3405 WAUSAU CHEMICAL CORP									
205297	INVOICE: INV-266010	09/29/2016	272732	092916	303754	441.05 09/29/2016	INV	PD	SUPPLIES
521 WI PUBLIC SERVICE									
204262	INVOICE: 204262	08/31/2016	271748	090116	303263	7,604.06 09/01/2016	INV	PD	UTILITIES
204382	INVOICE: 204382	08/31/2016	271867	090816	303352	174.28 09/08/2016	INV	PD	UTILITIES
204383	INVOICE: 204383	08/31/2016	271868	090816	303352	17.13 09/08/2016	INV	PD	UTILITIES
205000	INVOICE: 204383	08/31/2016	272456	092216	303643	88.76 09/22/2016	INV	PD	UTILITIES

357.19



DOCUMENT P.O. INV DATE VOUCHER WARRANT CHECK # INVOICE NET DUE DATE TYPE STS INVOICE DESCRIPTION

476 WISCONSIN BUILDING SUPPLY

INVOICE: 205000 CHECK DATE: 09/22/2016 7,884.23

204385 INVOICE: 469659 08/31/2016 271870 090816 303353 5.19 09/08/2016 INV PD SUPPLIES
 CHECK DATE: 09/08/2016
 204384 INVOICE: 469679 08/31/2016 271869 090816 303353 6.79 09/08/2016 INV PD SUPPLIES
 CHECK DATE: 09/08/2016
 205060 INVOICE: 470180 09/22/2016 272516 092216 303644 11.98 09/22/2016 INV PD SUPPLIES
 CHECK DATE: 09/22/2016

7360 ZORO TOOLS INC.

204263 INVOICE: INV2230267 08/31/2016 271749 090116 303273 115.60 09/01/2016 INV PD SUPPLIES
 CHECK DATE: 09/01/2016
 204264 INVOICE: INV2283901 08/31/2016 271750 090116 303273 89.51 09/01/2016 INV PD SUPPLIES
 CHECK DATE: 09/01/2016

73 INVOICES 27,904.00

** END OF REPORT - Generated by Dawn Bergs **



MAINTENANCE EXP AS OF 09-29-16

FOR 2016 13

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0040 56 ADDITION							
10264051 541000	0	0	0	.00	.00	.00	.0%
10264051 541010	3,200	0	3,200	1,569.20	.00	1,630.80	49.0%
10264051 542000	45,000	0	45,000	25,579.54	.00	19,420.46	56.8%
10264051 543000	20,000	0	20,000	9,908.19	.00	10,091.81	49.5%
10264051 551000	3,000	0	3,000	.00	.00	3,000.00	.0%
10264051 560000	2,000	0	2,000	2,258.64	.00	-258.64	112.9%*
10264051 562002	47,000	0	47,000	39,439.55	.00	7,560.45	83.9%
10264051 562003	21,000	0	21,000	8,880.77	.00	12,119.23	42.3%
10264051 582007	0	0	0	.00	.00	.00	.0%
10264057 582007	0	0	0	.00	.00	.00	.0%
10264057 583001	205,000	0	205,000	.00	.00	205,000.00	.0%
10264057 583003	0	0	0	.00	.00	.00	.0%
TOTAL 56 ADDITION	346,200	0	346,200	87,635.89	.00	258,564.11	25.3%
0043 COURTHOUSE							
TOTAL EXPENSES							
	346,200	0	346,200	87,635.89	.00	258,564.11	25.3%
0045 MAINT SHOP NORTH							
TOTAL EXPENSES							
	75,100	11,357	86,457	42,558.61	.00	43,898.39	49.2%
10264551 530000	0	0	0	.00	.00	.00	.0%
10264551 541010	0	0	0	.00	.00	.00	.0%
10264551 543000	0	0	0	3,477.25	.00	-3,477.25	100.0%*



FOR 2016 13

0045	MAINT SHOP NORTH	ORIGINAL APPROP	TRANSFRS/ADJUSTM	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10264551	560000	NORTH SHOP SUPPLIE	0	0	150.12	.00	-150.12	100.0%*
10264551	562002	ELECTRICITY	0	0	47.44	.00	-47.44	100.0%*
10264551	562003	MAINT SHOP NORTH G	0	0	337.58	.00	-337.58	100.0%*
10264551	571000	NORTH SHOP SUPPLY-	0	0	.00	.00	.00	.0%*
10264557	583001	FAIRGROUND CIP	0	0	.00	.00	.00	.0%*
10264557	583003	FAIRGROUNDS OUTLAY	0	0	.00	.00	.00	.0%*
TOTAL MAINT SHOP NORTH			0	0	4,012.39	.00	-4,012.39	100.0%*
TOTAL EXPENSES			0	0	4,012.39	.00	-4,012.39	

0048 GENERAL MAINTENANCE

10264851	511000	GENERAL MAINTENANC	176,576	0	176,576	125,823.19	.00	50,752.81	71.3%*
10264851	520000	GENERAL MAINTENANC	80,937	0	80,937	54,284.06	.00	26,652.94	67.1%*
10264851	530000	PROFESSIONAL SERVI	10,000	0	10,000	6,005.36	.00	3,994.64	60.1%*
10264851	532000	GEN MAINT CONTRACT	25,000	0	25,000	49,243.18	.00	-24,243.18	197.0%*
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%*
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	1,009.24	.00	2,990.76	25.2%*
10264851	543005	GEN MAINT OTHER BL	2,500	0	2,500	3,193.70	.00	-693.70	127.7%*
10264851	552001	TELEPHONE	1,500	0	1,500	1,036.63	.00	463.37	69.1%*
10264851	552002	ADVERTISING	2,500	0	2,500	714.50	.00	1,785.50	28.6%*
10264851	554001	PRINTING ALLOCATIO	600	0	600	163.76	.00	4,630.24	27.3%*
10264851	555000	GENERAL MAINT TRAV	5,000	0	5,000	370.00	.00	4,630.00	19.0%*
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	2,099.35	.00	-1,599.35	419.9%*
10264851	565002	TOOL/EQUIP EXPENDI	1,000	0	1,000	2,533.10	.00	-1,533.10	253.3%*
10264851	570004	STORM DAMAGE	0	0	0	.00	.00	.00	.0%*
10264851	581001	GENERAL MAINT OP F	0	0	0	.00	.00	.00	.0%*
10264851	581004	EQUIP OUTLAY JOHN	40,000	0	40,000	47,200.00	.00	-7,200.00	118.0%*
10264851	582001	MEMORIAL DRIVE SID	0	0	0	.00	.00	.00	.0%*
10264851	583001	ELEVATOR PROJECT	0	0	0	.00	.00	.00	.0%*
10264851	583002	CIP STORAGE FACILI	0	0	0	6,339.82	.00	-6,339.82	100.0%*
10264851	583003	CIP FOCUS ON ENBERG	84,000	0	84,000	.00	.00	84,000.00	.0%*
TOTAL GENERAL MAINTENANCE			452,113	0	452,113	302,600.57	.00	149,512.43	66.9%*
TOTAL EXPENSES			452,113	0	452,113	302,600.57	.00	149,512.43	

0052 SAFETY BUILDING

10265251	530000	SAFETY BUDG CONTRA	0	4,500	4,500	4,500.00	.00	.00	100.0%*
TOTAL EXPENSES			0	4,500	4,500	4,500.00	.00	.00	100.0%*



FOR 2016 13

0052	SAFETY BUILDING	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10265251	541000	70,000	0	70,000	45,084.56	.00	24,915.44	64.4%
10265251	541010	34,000	0	34,000	24,658.58	.00	9,341.42	72.5%
10265251	543000	23,500	0	23,500	28,036.80	.00	-4,536.80	119.3%*
10265251	543002	0	0	0	.00	.00	.00	.0%
10265251	543006	2,500	0	2,500	473.75	.00	2,026.25	19.0%*
10265251	543007	2,500	0	2,500	4,007.34	.00	-1,507.34	160.3%*
10265251	560000	7,500	0	7,500	2,833.47	.00	4,666.53	37.8%
10265251	562003	40,000	0	40,000	17,904.69	.00	22,095.31	44.8%
10265257	582001	50,000	0	50,000	50,000.00	.00	50,000.00	.0%
10265257	583001	25,000	0	25,000	21,870.00	.00	3,130.00	87.5%
TOTAL SAFETY BUILDING		255,000	4,500	259,500	149,369.19	.00	110,130.81	57.6%
TOTAL EXPENSES		255,000	4,500	259,500	149,369.19	.00	110,130.81	

0053 TOMAHAWK ANNEX

10265351	532000	25,000	0	25,000	120.00	.00	24,880.00	.5%
10265351	541000	2,000	0	2,000	1,676.42	.00	323.58	83.8%
10265351	542000	1,500	0	1,500	885.00	.00	615.00	59.0%*
10265351	544001	5,500	0	5,500	9,900.00	.00	-4,400.00	180.0%*
10265351	552001	600	0	600	885.92	.00	-285.92	147.7%*
10265351	560000	250	0	250	103.08	.00	146.92	41.2%
TOTAL TOMAHAWK ANNEX		34,850	0	34,850	13,570.42	.00	21,279.58	38.9%
TOTAL EXPENSES		34,850	0	34,850	13,570.42	.00	21,279.58	

0095 GOVERNMENT SERVICE CNTR

10269551	531320	50,000	0	50,000	28,895.61	.00	21,104.39	57.8%
10269551	541000	0	0	0	.00	.00	.00	.0%
10269551	541010	3,500	0	3,500	1,609.74	.00	1,890.26	46.0%*
10269551	543000	15,000	0	15,000	11,760.59	.00	3,239.41	78.4%
10269551	560000	7,000	0	7,000	2,273.64	.00	4,726.36	32.2%*
10269551	562002	42,500	0	42,500	23,664.05	.00	18,835.95	55.7%
10269551	582003	7,000	0	7,000	1,682.79	.00	5,317.21	24.0%*
10269551	582007	0	0	0	.00	.00	.00	.0%
TOTAL GOVERNMENT SERVICE CNTR		125,000	0	125,000	69,886.42	.00	55,113.58	55.9%
TOTAL EXPENSES		125,000	0	125,000	69,886.42	.00	55,113.58	

0281 MAINTENANCE SHOP

10268151	541000	0	0	0	.00	.00	.00	.0%
TOTAL EXPENSES		0	0	0	.00	.00	.00	.0%



FOR 2016 13

0281	MAINTENANCE SHOP	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10268151	541010 WATER SEWER FIRE	600	0	600	258.20	.00	341.80	43.0%
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	498.79	.00	501.21	49.9%
10268151	562002 ELECTRICITY	900	0	900	633.50	.00	266.50	70.4%
10268151	562003 GAS	3,000	0	3,000	467.35	.00	2,532.65	15.6%
10268151	571000 SUPPLY/MISC - DISP	500	0	500	525.45	.00	-23.45	103.18*
TOTAL MAINTENANCE SHOP		8,000	0	8,000	3,047.85	.00	4,952.15	38.1%
TOTAL EXPENSES		8,000	0	8,000	3,047.85	.00	4,952.15	
GRAND TOTAL		1,296,263	15,857	1,312,120	672,681.34	.00	639,438.66	51.3%

** END OF REPORT - Generated by Dawn Bergs **

Maintenance Directors Report October 2016 meeting

- 9-3-2016 Meeting with Trane on project updates
Meeting with Dan and Randy on the budget
- 9-9-2016 Facility Dude project webinar and training
- 9-12-2016 Meeting with Nate from the Sherriff's office on jail HVAC project
- 9-13-2016 Meeting with Kelly from Hwy. Dept. regarding inventory purchase
- 9-13-2016 Attend the first aid/CPR refresher training
- 9-13-2016 Attend Public Property committee meeting
- 9-14-2016 meeting with Chief Deputy regarding project list and cleaning issues
Meeting with Central Carpet at the safety bldg. regarding carpet install
- 9-15-2016 meeting with Renee from Social services on the recycle issues
- 9-22-2016 meeting with Wanda from Lincoln Industries regarding recycle and shredding
Meeting with Hwy. Commissioner regarding inventory purchase
Meeting with Marie Peterson from the courthouse on cleaning issues
Meeting with Jason from Hwy. regarding the blacktop repair at the safety bldg.
- 9-26-2016 meeting with the State of Wisc. Department of Admin. Lessee's regarding exit strategy.
- 9-27-2016 meeting with Pine Crest maintenance director regarding the mechanical bids
Teleconference with Facility Dude on training and square foot questions
Meeting with Randy regarding the Human Services generator
- 9-28-2016 meeting with Curt from Simplex regarding annual contract and adding Lincoln Industries
Meeting with Jim from Trane on projects update
Attend county board meeting
- 9-29-2016 attend the Dept. Head meeting
Meeting with Randy, Dan and Lisa regarding the Human Services generator project.
- 9-30-2016 meeting with Dan on the generator resolution for the county board
Meeting with Security Fence Co. regarding the gate at the jail

Patrick Gierl
Maintenance Director
Report prepared 9/30/2016

LINCOLN COUNTY BID FORM: Safety Bldg. HVAC Project

Date: Sept. 29, 2016

Contractor	Base Bid	Alternate #1	Alternate #2	Alternate #3	Comments
Stainless Specialties PO Box 687 Steel Lane Wausau WI 54403	\$98,000				exclusions noted: will review before bid is awarded.
Badger Heating and Air Conditioning Inc. 5348 Hwy. 10E Stevens Point WI 54482	\$72,800				exclusions noted: will review before bid is awarded.
Will bring recommendations to the committee meeting due to timely mailing of agenda.					

Bid Reader: Patrick Gierl

Witness to Bid opening: Chris Marlow