

Maintenance Department

Report # 8



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2008 PUBLIC PROPERTY MAINTENANCE ANNUAL REPORT

TO THE HONORABLE COUNTY BOARD OF SUPERVISORS:

The Public Property Committee is pleased to report the new, continued and completed projects for 2008.

The Lincoln County Maintenance Department has the responsibility to maintain Lincoln County's properties and facilities. This includes the Courthouse, Safety Building, Lincoln County Service Center, Health and Human Services Building, Lincoln County Fairgrounds and buildings, and Normal Park. In these facilities we have seven boilers, three outside gas fired air units, 35 air-handling units, 39 air-conditioning condensers and 75 electrical panels.

COURTHOUSE:

In 2008 we moved all non-court related offices from the Courthouse to the Lincoln County Service Center. We explored support walls and ceilings in the Courthouse as a beginning step in the third phase of the County's construction and remodel project, approved by the County Board and scheduled for early 2009.

SAFETY BUILDING:

In 2008 I replaced an air conditioning compressor that services the dispatch area.

In early 2008 we broke ground for the construction of a new 25,600 square foot - 132 bed jail pod and a 2,005 square foot kitchen and laundry area. This is phase #1 of the jail project. After the final plan layout, it was determined that we would have to construct a garage for the Sheriff's vehicles and equipment. The department's existing garage had to be removed to accommodate the foot print of the pod. The new garage was constructed in early summer. Phase #2 of the jail project will be the remodeling of the existing jail for a 50 bed Huber dorm. This should start in the summer of 2009.

HEALTH & HUMAN SERVICES:

We replaced one air conditioner condensing unit for the lower level clinic room of the Health Department.

We repaired several areas on rubber roofing system (curb flashings) and replaced the HVAC controller for the third floor heating system. In late December the water main broke under the parking lot, causing issues in the parking lot, but luckily no damage to the inside of the building. Repairs were made to the water main and the grounds area over the water main will be repaired when weather permits.

FAIRGROUNDS:

Fairground revenues received for 2008 were \$10,500 for camper and boat storage and grounds rentals. We conducted a County wide auction to sell excess equipment. We had some repairs done to the grandstand roof and a coat of paint on the Schulz Building. Starting in 2008 we had to set the Fairgrounds as camp grounds, and apply for a permit to operate the grounds as a camping area. The Fairgrounds are now subject to inspections for over night stays.

LAND RESOURCE CENTER:

In the early fall we moved all of the departments out of the Land Resource Center and set up a temporary Maintenance shop in one of the buildings to replace the work area that was lost when the garage in the Safety Building parking lot was removed.

LINCOLN COUNTY SERVICE CENTER:

In 2007 Lincoln County started Phase #1 of their building project. This was the construction of a 44,000 square foot building to help centralize County government. The Service Center was completed in September of 2008. Five departments were moved from the Courthouse to the Service Center. One department was moved from the Safety Building and six were moved from the Land Resource Center buildings. The moving and occupancy of the new Service Center took about three weeks to complete. As with all new buildings, we are still working out some of the problems that spring up.

OTHER COUNTY OWNED BUILDINGS:

I replaced the security light at the Forestry Shop.
I checked the electrical service at the Tug Lake Recreation Area.

MISCELLANEOUS:

In the building process, we added about a half of a mile of sidewalk and ramps giving us two and a half miles of sidewalk, six parking lots and the Fairground's roadways to maintain. I have been helping the Building Committee to work through the County's space needs to come up with a building plan. Now I serve as the County's contact person for the building projects and liaison between the Owner's Representative, the architect, contractors, and the Building Committee.

SAFETY TRAINING AND CODE SEMINARS:

All staff - Hearing test.
All staff - Blood born Pathogens
All Staff -MSHA Training

We are working with the Highway Department, Solid Waste Department, Forestry Department and Alpha Terra Science Group to develop a plan to comply with the Comm. 32 safety plan.

MEETINGS AND CALL BACKS

14 Public Property Committee meetings	1 Merrill Public Works/DOT meeting
13 Building Committee meetings	2 Forestry meetings
10 County Board meetings	2 Administrative & Legislative meetings
5 Department Head meetings	3 Finance meetings
29 Progress meetings (Service Center & Jail)	75 + Call-in after hours
8 Government Services meeting	
5Merrill City planning meeting	
1 Merrill City Counsel meeting	

Respectfully Submitted
Joel Wendt
Maintenance Director

