

Meeting Minutes of
Lincoln County Public Property Committee
Tuesday May 10th, 2016
Lincoln County Service Center
801 N. Sales Street – Room 248
Merrill WI, 54452

MEMBERS PRESENT: Loretta Baughan, Brian Hafeman, Christopher Heller, Tyler Mueller

MEMBERS NOT PRESENT: Hans Breitenmoser

VISITORS: Patrick Gierl

1. **Call meeting to order:** Meeting was called to order by the Maintenance Director at 6:18 PM
2. **Election of officers:**
 - a. Chair – Baughan nominated Breitenmoser. M/S Heller/Hafeman to close nominations and cast unanimous vote for Breitenmoser – all ayes – motion carried
 - b. Vice Chair – Hafeman nominated Baughan. M/S Heller/Hafeman to close nominations and cast unanimous vote for Baughan – all ayes – motion carried
 - c. Secretary – Hafeman nominated Heller. M/S Mueller/Hafeman to close nominations and cast a unanimous vote for Heller – all ayes – motion carried.
3. **Approval of the minutes for April 12th, 2016 meeting:** M/S Hafeman/Heller to approve minutes as printed – all ayes – motion carried
4. **Public Comment: none**
5. **Review of Vouchers:** placed on file
6. **Year to date budget report:** placed on file
7. **Maintenance Directors report:** placed on file
8. **Safety Building Elevator project: Review bids and award contract:** M/S Hafeman/Heller to award the bid to Otis Elevator Company for the sum of \$21,870.00. All ayes – motion carried
9. **Review and approve the 2017 Maintenance Dept. budget.** M/S Mueller/Heller to approve the maintenance budget as presented – all ayes – motion carried.
10. **Review and approve 2017 CIP/Outlay Projects:** After a review of the projects in was decided to lay this agenda item over till the June meeting to give all committee members a chance to review them closely. No further action taken.
11. **Review plans for the floor project at the Health and Human Services Building:** Maintenance Director reviewed the plans with the committee and explained that it would be going to RFP as soon as May 27th, 2016. No further action taken.
12. **Review plans for the window project at the Health and Human Services building:** Maintenance Director explained the cost estimate provided by Becher Hoppe was considerably higher than the project was estimated at in 2014 due to the extensive and unforeseen work needing to be done and the larger windows necessary to fill the now larger openings. Maintenance Director recommended that we send this back to the Finance committee to appropriate the additional funds in the amount of \$156,000.00. **M/S Hafeman/Heller** to send this project back to Finance for the approval of the additional funds to complete this project. All ayes – motion carried
13. Auction items: none
14. Set future meeting date: The next meeting of the Public Property committee will be June 14th, 2016 at 6:00 PM at the Lincoln County Service Center in room 248
15. Adjourn: M/S Hafeman/Mueller to adjourn. All ayes – motion carried. Meeting adjourned at 8:02 PM

Submitted May 13th, 2016
Maintenance Director
Patrick Gierl