

**MAINTENANCE DEPARTMENT  
JOEL WENDT, MAINTENANCE DIRECTOR  
1110 E. MAIN STREET  
MERRILL WI 54452**

**LINCOLN COUNTY PUBLIC PROPERTY COMMITTEE**

**Monday, July 2, 2007 @ 7:00 p.m.**

**Health & Human Services Building**

**Lower Level Conference Meeting Room**

**MEMBERS PRESENT:** Berndt, Kahle, Mittelsteadt, and Zeitz

**MEMBERS EXCUSED:** Alber                      **MEMBERS ABSENT:**

**VISITORS:** Joel Wendt, John Lenz and Jacob Schram (MP3)

1.     **Call Meeting to Order:** Chair Mittelsteadt called meeting to order at 7:00 p.m.
  
2.     **Approve minutes of Previous Meeting –**  
        Motion made by Supervisor Zeitz, seconded by Supervisor Kahle to approve the minutes of June 4, 2007. Motion carried – all ayes.
  
3.     **Review of Vouchers –** Vouchers were reviewed and placed on File.
  
4.     **CIP REQUEST 2008**  
        Discussion was held about the CIP Request for 2008 – building a new Maintenance Shop. Discussion continued about the size and should we be considering building large enough for equipment from Pine Crest and Lincoln Industries. The location north of the new Service Center would not work real well for Pine Crest.  
        Motion made by Supervisor Mittelsteadt, seconded by Supervisor Kahle to approve and forward to the Finance Committee. Motion carried – all ayes.
  
5.     **Discussion/Action Fairgrounds Camping License**  
        Shelley Hersil, Director of the Health Department, appeared to discuss the need to have someone hold a campground permit. If the County would apply for the license and charge back the cost to the users it would be less expensive than each user group applying for a special event license. There is a check list that has to be satisfied and a site plan developed and approved. Nancy Bergstrom, Corporation Counsel, should look at this and bring it back to this Committee. This should also be discussed at the Department Head meeting.
  
6.     **Building Project Update**  
        Wendt reported that the Building Committee met on Thursday, June 28, 2007, and reviewed the plans that will be presented at the City Planning Commission and the City Council meeting. There were some minor changes. The next meeting will be the call of the Chair the first part of August.
  
7.     **Maintenance Garage**  
        Wendt reported that the location of the new Maintenance Garage was changed to the North side of the Service Center because of the size and drainage problems at the first location.
  
8.     **Maintenance Report -**  
        Wendt reported that we are having air conditioning problems with the controls at the

Forestry Department. Currently only one thermostat is controlling the temperature in that portion of the Building. We are working on finding replacement controls.

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9. **Set Next Meeting Date** – August 6, 2007 @ 7:00 p.m. H & H Services Bldg – Lower Level Conference Room.
  
10. **Adjourn** – Motion made by Supervisor Zeitz, seconded by Supervisor Kahle to adjourn the meeting at 8:00 p.m. Motion carried all ayes.