

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

LINCOLN COUNTY PUBLIC PROPERTY COMMITTEE

April 7, 2008 @ 7:00 p.m.

**Health & Human Services Building
Lower Level Conference Room**

MEMBERS PRESENT: Alber, Mittelsteadt, and Zeitz

MEMBERS EXCUSED: Berndt and Kahle

MEMBERS ABSENT:

VISITORS: Joel Wendt

1. **Call Meeting to Order:** Chair Mittelsteadt called the meeting to order at 7:05 p.m.
2. **Approval of Minutes:** March 3, 2008
Motion by Supervisor Alber, seconded by Supervisor Zeitz to approve the minutes of March 3, 2008 as presented.
3. **Review of Vouchers:**
Vouchers were reviewed and placed on file.
4. **Interest in Eighth Street Annex**
Wendt explained that a local Church has expressed interest in the Eighth Street Annex Building and would like to tour the building preferably on a Thursday evening or a Sunday afternoon. Wendt will set up a tour and if they are still interested to forward this to the appropriate oversight committee.
Motion made by Supervisor Mittelsteadt, seconded by Supervisor Zeitz to set up a tour of the Land Services Building and if they are still interested to forward this to the appropriate oversight committee. Motion carried – all ayes.
5. **Fairgrounds Camping**
Wendt presented the camping site plan for the Fairgrounds and explained the process and fees. Discussion continued on how to charge for the camping, it was the consensus of the Committee that a per night fee to be charged and any additional fund be put back into the maintenance of the Fairgrounds
Motion made by Supervisor Alber, seconded by Supervisor Zeitz to set up for the Camp sites and make it the Organization's responsibility to collect the fees for camping - \$5.00 per camper per night. The money to be used for licensing and inspection fees, and any additional funds will be used for Fairgrounds upkeep. Motion carried – all ayes.
6. **Labor Day Event at the Fairgrounds**
Supervisor Mittelsteadt requested this to be on the agenda. Supervisor Mittelsteadt explained that the City was interested in moving the Labor Day event to the MARC. from the Fairgrounds. This has caused a bit of anxiety in some of the Service Organizations that operate during the Labor Day Event.
Motion made by Supervisor Mittelsteadt, seconded by Supervisor Zeitz to have the County donate the grounds for the Labor Day event. Motion carried – all ayes.

7. Parking for Safety Building and Courthouse

Wendt explained the problem that we will be having when the Jail Project starts as to parking. He has been in contact with the City Police, Engineer and Public Transportation Departments on the possible parking locations during the construction. Employees will have to park away from the Courthouse and downtown areas. There are about 50 parking sites at the City lot by the river behind the stores on Main Street. The area around the Courthouse will need to be kept open for people having to conduct business in the Courthouse and people that have some physical condition that won't allow them to walk to the Courthouse and Safety Building.

Motion made by Supervisor Alber, seconded by Supervisor Zeitz to have Wendt handle the parking issues while the construction is underway. Motion carried – all ayes.

8. Discussion/Action DNR Building

A feisty discussion on the pros and cons of the DNR property for the Maintenance Building was had by all. Wendt will set up a meeting with Representatives from the DNR to discuss terms and conditions.

Motion made by Supervisor Zeitz, seconded by Supervisor Mittelsteadt to negotiate with the State on the terms and conditions. Motion carried – all ayes.

9. Maintenance Shop

Discussion was held about the need for a Maintenance Shop to conduct County Maintenance.

Motion made by Supervisor Alber, seconded by Supervisor Mittelsteadt to find a location for a Maintenance Building, including exploring all options and bring back to the Committee. Motion carried – all ayes.

10. Building Project Update

Wendt brought the Committee up to date on the progress at the Service Center.

11. Carryover Unused Vacation Hours

Wendt explained that he had unused vacation hours and need Committee approval to carry over those hours.

Motion made by Supervisor Zeitz, seconded by Supervisor Mittelsteadt approve the carrying over of all unused vacation hours. Motion carried – all ayes.

12. Maintenance Report

Maintenance Report was in the packet and will be part of the minutes and placed on file.

CLOSED MEETING:

13. Convene into Closed Session Pursuant to Sec. 19.85(1)(c) Wis. Stats. Considering employment, promotion, compensation, or performance data of any public employee a. Department Head Evaluation

Motion made by Supervisor Alber, seconded by Supervisor Zeitz to convene in Closed Session. Roll call was taken with Supervisor Alber voting aye, Supervisor Mittelsteadt voting aye and Supervisor Zeitz voting aye. Motion is carried.

Motion made by Supervisor Zeitz, seconded by Supervisor Alber to re-convene in Open Session. Roll call was taken with Supervisor Alber voting aye, Supervisor Mittelsteadt voting aye and Supervisor Zeitz voting aye. Motion is carried.

OPEN SESSION:

14. Take any necessary action on items discussed in closed session.

Motion made by Supervisor Zeitz, seconded by Supervisor Mittelsteadt to give Department Head Joel Wendt a favorable evaluation. Motion carried - all ayes.

15. Set Next Meeting Date: Special Meeting to be held on April 14, 2008 @ 7:00 p.m. at the Human Services Building – Lower Level Conference Room. The next Regular Meeting will be set at Organizational County Board Meeting.

16. Adjournment

Motion made by Supervisor Zeitz, seconded by Supervisor Alber to adjourn the meeting at 8:20 p.m. Motion carried – all ayes.

