

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

**LINCOLN COUNTY PUBLIC PROPERTY COMMITTEE
Monday, July 7, 2008 @ 10:00 a.m.
Health & Human Services Building
Lower Level Conference Room**

MEMBERS PRESENT: Alber, Bailey, Berndt, and Zeitz

MEMBERS EXCUSED:

MEMBERS ABSENT: Bloomer

VISITORS: Joel Wendt

1. **Call Meeting to Order:** Vice Chair Zeitz called the meeting to order at 10:00 a.m.
2. **Approval of Minutes:** June 16, 2008
Motion made by Supervisor Bailey, seconded by Supervisor Berndt to approve the minutes of June 16, 2008 as presented. Motion carried - all ayes
3. **Review of Vouchers:**
Vouchers were reviewed and to be place on file.
4. **Discussion Operational Efficiencies**
Wendt explained the costs and potential problems with contracting out for services. Wendt explained that he had contacted some vendors to get a feel for a ball park cost. The question is, are we going to be able to handle the additional buildings, parking lots and grounds. We will be looking at contracting for cleaning at the Service Center.
5. **2009 Budget**
Wendt handed out a first draft of the Maintenance budget. He explained it is only a draft and will need to be adjusted before we can move this onto Finance. He will have this back next month for approval.
6. **2008 CIP Request**
Wendt presented a 2008 CIP request for the construction of a Maintenance shop and garage to replace the garage that was removed by the construction of the Jail Pod.
Motion made by Supervisor Bailey, seconded by Supervisor Berndt to forward this request to the Finance CIP Committee. Motion carried – all ayes.
7. **Discussion/Action Storage Contract for Fairgrounds**
Discussion was held on the storage contract for the Fairgrounds. It was last revised in 2006.
Motion made by Supervisor Bailey and seconded by Supervisor Berndt to increase the storage fees to \$150 for the first 20 feet and everything else to stay the same. Motion carried – all ayes.
8. **Building Project Update:**
Wendt brought the Committee up to date on the Building Projects. Both projects are pretty close to being on time.

9. Discussion/Action on Written Maintenance Report

The Written Maintenance Report was reviewed, discussed and placed on file.

10. Agenda Items for Next Month

The following will be agenda items for the August Meeting:

2009 Budget
Total Square Footage of all Buildings
Update on DNR Building
Cost for Remodel of Annex
Tomahawk Annex Contract
Maintenance Shop Options

11. Next meeting date. August 11, 2008 at 10:00 a.m. Human Service Building Lower Level Conference Room.

12. Adjournment. Motion by Alber and seconded by Zeitz to adjourn the meeting at 11:15 a.m.
Motion carried – all ayes.

