

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

**LINCOLN COUNTY PUBLIC PROPERTY COMMITTEE
Monday, November 10, 2008 @ 9:30 a.m.
Tomahawk Annex Conference Room – 310 Wisconsin Avenue**

MEMBERS PRESENT: Alber, Bailey, Berndt, Bloomer, and Zeitz

MEMBERS EXCUSED:

MEMBERS ABSENT:

VISITORS: Joel Wendt, Kelly Alber and R.H. Lussow

1. **Call Meeting to Order:** Chair Alber called the meeting to order at 9:30 a.m.
2. **Approval of Minutes:** September 8, 2008 and September 16, 2008
Motion made by Supervisor Zeitz, seconded by Supervisor Bloomer to approve the minutes of September 8, 2008 and September 16, 2008 as presented. Motion carried - all ayes
3. **Review of Vouchers:**
Vouchers were reviewed and to be place on file.
3. **Discussion/Action Tomahawk Annex**
Wendt had sent a letter to Northwoods Village expressing interest in looking for a space for rent in their remodeling of the Tomahawk Hospital Project. No one had shown up to discuss where they were in the remodeling phase. Wendt will contact the owners of the Tomahawk Annex about replacing the door to the back.
4. **Discussion/Action Human Services Cleaning Contract**
Wendt had received 4 bids for the cleaning at the Human Services Building.

<u>Business</u>	<u>Bid</u>	<u>Carpet Cleaning</u>	<u>Chair Cleaning</u>
Trident Cleaning	\$2,895.00	.10 per square feet	\$3.75
Riverside Cleaning	\$2,747.92	.15 per square feet .25 per square feet (move furniture)	\$3 - \$5
K-Tech Cleaning	\$3,850.00	.20 per square feet	\$7 for 25 – 49 chairs \$6.50 for 50 – 99 chairs
Cleanpower	\$2,548.09	.09 per square feet	\$7.00 for 25-49 chairs \$6.50 for 50-99 chairs \$6.00 for 100 or more chairs

Motion made by Supervisor Bloomer, and seconded by Supervisor Berndt to accept the apparent low bid of Cleanpower for three years. Motion carried – all ayes.

5. **Discussion/Action Range and Refrigerator for Lower Level Conference (Service Center)**
Supervisor Zeitz had been contacted by a lady from the Homemakers group that requested that a cooking range be added to the Service Center meeting room. Discussion followed about ventilation codes and how to keep the new carpet looking respectable.

Motion made by Supervisor Alber, seconded by Supervisor Bloomer to layover until the next meeting with Wendt to get some temporary facility hooked up for them. Motion carried – all ayes.

6. Maintenance Shop options

Discussion followed about what type of work is done in the Maintenance Shop and what size the old maintenance shop was. Wendt reported that he had been to the Administrative and Legislative Committee and they have requested that we get a more accurate cost for construction and ventilation. Wendt will also check the slab in the building office at the Highway Shop for the possibility of installing a floor

Motion made by Supervisor Bloomer and seconded by Supervisor Alber to have Wendt get costs for a building inside of the Blomberg Building, the cost for the Bridge Side Repairs Building and can we add drainage to the Highway Building. Wendt will bring this to the Administrative & Legislative Committee. Motion carried – all ayes.

7. Discussion/Action DNR Property

Wendt reported that he had not received anymore information on the restructure of their property located in Merrill

Motion made by Supervisor Alber, seconded by Supervisor Bloomer to forward this option to the Administrative & Legislative Committee. Motion carried – all ayes.

8. Building Project Update

Wendt brought the Committee up to date on the three building projects. Wendt will check on stop signs for the Service Center.

9. Discussion/Action Prioritize County Properties

The list of the Counties properties that was given to the Committee is not what the Committee was looking for. Wendt will be redefining this report for just the properties that this Committee oversees.

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

Motion made by Supervisor Zeitz, seconded by Supervisor Bloomer to accept the Maintenance Report and place on file. Motion carried – all ayes.

11. Agenda Items for Next Month

The following will be agenda items for the December Meeting:

Service Center Range & Refrigerator,
List of County Properties revised
Rodeo Request

12. Next meeting date. December 1, 2008 at 9:30 a.m. at the Lincoln County Service Center.
Conference Room 156

13. Tour of Possible Annex Locations – Motion made by Supervisor Bailey, seconded by Supervisor Zeitz to layover until more sites become available to visit. Motion carried – all ayes.

14. Adjournment. Motion made by Supervisor Berndt, seconded by Supervisor Zeitz to adjourn the meeting at 11:00 a.m. Motion carried – all ayes.

