

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

**LINCOLN COUNTY PUBLIC PROPERTY COMMITTEE  
Monday, December 1, 2008 @ 9:30 a.m.  
Lincoln County Service Center Room 156**

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

**MEMBERS EXCUSED:** MEMBERS ABSENT: Berndt

**VISITORS:** Joel Wendt, Peter Annis, John Mulder and Susan Byrnes

- 1. Call Meeting to Order:** Chair Alber called the meeting to order at 9:30 a.m.
- 2. Approval of Minutes:** Motion made by Supervisor Bloomer, seconded by Supervisor Bailey to approve the minutes of November 10, 2008 as presented. Motion carried - all ayes
- 3. Review of Vouchers:** Vouchers were reviewed and to be place on file.
- 4. Discussion/Action Meeting Room Policy:** John Mulder appeared before the committee to get some feed back on a policy for County meeting rooms. Motion made by Supervisor Bailey, seconded by Supervisor Bloomer to have John and Joel workout a draft policy and to bring draft policy back to the committee next month meeting. Motion carried with all ayes.
- 5. Discussion/Action Tomahawk Annex:** There were some concerns at the Tomahawk Annex about the security door and possible water cooler. Wendt contacted the building owner and will follow up on these issues. Motion made by Supervisor Alber, and seconded by Supervisor Bailey to check into codes and ideas to address the issues. Motion carried – 3 ayes and 1 nay.
- 6. Discussion/Action Rodeo Request:** Peter Annis from the rodeo appeared to request permission to have lawn tractors and four wheelers pull at the fairgrounds during the rodeo. Concerns were raised about safety for the spectator. Motion made by Supervisor Bailey, seconded by Supervisor Bloomer to approve this request if our insurance carrier approves and Joel to check on our liability exposure with John Mulder and Corporation Counsel. Motion carried – all ayes.
- 7. Building Project Update:** Joel updated the committee on the building projects. Susan Byrnes, Court Administrator for the 9<sup>th</sup> District, appeared because there will be discussion about the Courthouse remodeling and the concerns with our Judges. Joel will work with Susan Byrnes to get the concerns worked out.
- 8. Discussion/Action Prioritize County Properties:** The Committee reviewed the list of County properties. Motion made by Supervisor Bailey, seconded by Supervisor Zeitz to layover until next month and to included the Service Center costs with it. Motion carried – all ayes.
- 9. Discussion/Action on Written Maintenance Report:** The Committee reviewed the Maintenance Report. Joel to work on getting the range installed in the downstairs break room. Motion made by Supervisor Bailey, seconded by Supervisor Zeitz to approve the Maintenance Report and to place on file. Motion carried – all ayes.

- 10. Agenda Items for Next Month:** The following will be agenda items for the January meeting:
  - Service Center Range
  - Meeting Room Policy
  - Rodeo Request
  
- 11. Next meeting date.** January 5, 2009 at 9:30 a.m. at the Lincoln County Service Center.  
Conference Room 156
  
- 12. Tour of Possible Annex Locations** – Laid over so Joel can check into space available in Tomahawk, square footage and cost.
  
- 13. Adjournment:** Motion made by Supervisor Abler, seconded by Supervisor Zeitz to adjourn the meeting at 11:45 a.m. Motion carried – all ayes.