

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

**LINCOLN COUNTY PUBLIC PROPERTY COMMITTEE
Monday, February 9, 2009 @ 9:30 a.m.
Lincoln County Service Center Room 156**

MEMBERS PRESENT: Bailey, Berndt, Bloomer, and Zeitz

MEMBERS EXCUSED: Alber **MEMBERS ABSENT:**

VISITORS: Joel Wendt and John Mulder

1. **Call Meeting to Order:** Vice-Chair Zeitz called the meeting to order at 9:30 a.m.
2. **Approval of Minutes:** Motion made by Supervisor Bailey, seconded by Supervisor Bloomer to approve the minutes of January 12, 2009 as presented. Motion carried - 4 ayes
3. **Review of Vouchers:** Vouchers were reviewed and to be place on file.
4. **Discussion/Action Meeting Room Policy:** John Mulder presented a draft of a policy. Discussion followed and input was noted. Motion made by Supervisor Zeitz, seconded by Supervisor Bloomer to allow the use of the meeting rooms to non-county groups with a minimum charge. The two groups are the Department of Agriculture and the Ice Age Trail and any other request would be at John Mulder's discretion until this policy has been formally accepted. Motion carried - 4 ayes.
5. **Discussion/Action Rodeo Request:** Wendt reported on the Rodeo request to have a Lawn Mower and ATV pull at the Fairgrounds. Lincoln County Corporation Counsel, Nancy Bergstrom, had contacted Pete Annis from the Rodeo Association on insurance issues and they will be following up on these items.
6. **Discussion/Action - Budget Modifications -** Wendt presented the Committee with the budget modifications. Discussion followed on items that were expensed from the Service Center Supply Account and not the Building Account. Motion made by Supervisor Bloomer, seconded by Supervisor Bailey to approve the budget modifications for 2008, less items that should be in the Building Project Fund. Motion carried - 4 ayes. Motion made by Supervisor Bailey, seconded by Supervisor Zeitz to have the cost of the furniture and shelving for the Service Center be expensed to the Building Fund Soft Costs. Motion carried - 4 ayes.
7. **Discussion/Action - Contingency Request -** Discussion not needed. On #6, motion made by Supervisor Zeitz, seconded by Supervisor Bailey to commend the Maintenance Director for keeping the Maintenance budget under budget. Motion carried - all ayes.
8. **Discussion/Action Building Project Budget Update.** Wendt reported on the status of the projects.

- 9. Discussion/Action on Written Maintenance Report** – The Maintenance Report was reviewed and placed on file.

- 10. Discussion/Action – Tomahawk Annex.** Wendt distributed a spreadsheet on the Properties in Tomahawk area for use as an Annex. Discussion on the different properties was held. This item will be brought back next month with additional properties.

- 11. Agenda Items for Next Month:** The following will be agenda items for the March meeting:
 - Tomahawk Annex
 - Rodeo Request
 - Meeting Room Policy
 - Maintenance Department location
 - Meeting dates
 - Budget considerations

- 12. Next meeting date.** March 12, 2009 at 9:30 a.m. at the Lincoln County Service Center. Conference Room 156

- 13. Adjournment:** Motion made by Supervisor Zeitz, seconded by Supervisor Bloomer to adjourn the meeting at 11:55 a.m. Motion carried – all ayes.