

**Meeting Minutes of
Lincoln County Public Property Committee
Thursday, December 16, 2010 7:00 p.m.
Lincoln County Service Center Room 107
Merrill, Wisconsin**

MEMBERS PRESENT: Jim Alber, Bill Zeitz, John Bailey, and Ron Mittelsteadt

MEMBERS NOT PRESENT: Richard Berndt was excused

VISITORS: Randy Scholz

1. **Call Meeting to Order:** Chair Jim Alber called the meeting to order at 7:00 p.m.
2. **Approval of Minutes of last meeting:** Motion by Zeitz, second by Alber to approve the minutes as printed. All ayes, motion carried.
3. **Review of Vouchers:** Motion by Mittelsteadt, second by Albers to place the vouchers on file. All ayes, motion carried.

The Committee moved to agenda item 9.

9. **Focus on Energy-Teleconference with Bob Drevlow regarding biomass:** There was discussion about biomass availability in Lincoln County and different options for utilization. It was suggested by Bob Drevlow that the committee look at Barron County and see what their operation is like. Motion by Albers, second by Zeitz to have Scholz investigate opportunities and report to the committee about Barron County and a possible trip there. All ayes, motion carried.

The Committee moved back to item 4.

4. **Year to Date Budget Report:** No concerns. The report was placed on file. All ayes, motion carried.
5. **Public Comment:** There was no public comment.
6. **Realtor inquiring about interest County has on property South of Courthouse:** Motion by Zeitz, second by Bailey to let the realtor know there is no interest by Lincoln County. All ayes, motion carried.
7. **Bidding for Courthouse Cleaning:** Scholz indicated they are looking to coordinate with the finish of the building to advertise for cleaning. Scholz will check with Charlie George from Lincoln Industries to see what their involvement is and will bring an RFP back to the committee.
8. **Structure of Departments:** Scholz indicated he felt the best option would be when someone retires from the maintenance we would hire a maintenance director that would be in charge of all buildings of the County. Motion by Mittelsteadt, second by Albers to direct Scholz to bring forward a Maintenance Director Job description within the next few months.
10. **Kitchen Air Make-Up Unit at the Jail Addition:** Mittelsteadt updated the committee; they will bring costs forward to fix the problem. The air make-up unit is out of warranty but was told to the manufacturer and installer before warranty had expired. We should be able to get some reimbursement back. Scholz instructed to keep the committee updated.

11. **Building Project Update:** Mittelsteadt updated the committee on the project. Things are still on track and doing the finishing work. February 25 and 26 were picked for open house. The 25 would be for the courts and other Counties and February 26 would be for the public.
12. **Items for next month's Agenda:**
 - a. Current phone company we use
 - b. Kitchen Air Make-Up Unit at the Jail
 - c. Building Project Update
13. **Set Next Meeting Date:** January 18, 2011 at 5:00 p.m. Lincoln County Service Center.
14. **Adjourn:** Motion by Bailey, second by Mittelsteadt to adjourn the meeting at 8:00 p.m. All ayes, motion carried.