

**Meeting Minutes of
Lincoln County Public Property Committee
Wednesday, June 19, 2013 at 7:00 p.m.
Lincoln County Service Center Room 248
Merrill, Wisconsin**

MEMBERS PRESENT: Bill Zeitz, David Fox, Graham Rankin, Jeff Hetfeld, Jim Alber (at 7:12 p.m.).

VISITORS: Rusty DeBroux, Peter Annis, Dale Christiansen, Brad Becker.

1. **Meeting to Order:** Bill Zietz called the meeting to order at 7:00 p.m.
2. **Election of Secretary:** *M/S, Zietz-Rankin to elect Jeff Hetfeld secretary. All ayes.*
3. **Approval of Minutes (May 13 and June 3):** May 13, #7 change Albert to Alber (Zeitz). May 13, #10 change burm to berm (Zeitz).
M/S, Fox-Rankin to approve minutes as amended. All ayes.
4. **Public Comment:** None
5. **J.C. stand Lease /Improvements:** Mr. Rusty DeBroux provided a Committee Action Report to members and explained a request by a Mr. Jim Dalbec for a ten year lease agreement. Mr. DeBroux recommended that the county NOT enter into such an agreement due to **1)** uncertainty of future use at the fairgrounds, and **2)** such an agreement ties up the stand and prevents other possible uses in the future.
M/S, Fox-Zeitz to decline the request for a ten year lease but leaving other options open to Mr. Dalbec on approach to the committee. All ayes.
6. **2013 Rodeo Update:** Mr. Peter Annis provided the committee with the following information concerning the recent rodeo held at the fairgrounds the weekend of June 7-9, 2013. Set up and take down took longer than normal due the unfavorable weather. The cost of rental for the bleachers amounted to \$10,000. The bleachers did not provide adequate seating and 200-300 fans were turned away on Saturday night. The exact loss in revenue will not be known for several more weeks and final sales were not known as of meeting time.
7. **USDA/FSA Lease of Service Center office space:**The proposed lease agreement had too many demands from the USDA/FSA rendering the building incompatible. There will be no lease agreement with the USDA/FSA for building use.
8. **Temporary Lighting at Fairgrounds Update:** Mr. DeBroux notified the committee that the work has been finished. The county has not been billed as of yet. The quote for the work was \$2300.
9. **Request for new light pole at the Fairgrounds:** Mr. Brad Becker explained the reasons for the request and noted that the Fair Association would do the electric work. Mr. DeBroux indicated that the WPS would not move the pole but would put up a new pole. However, this would require an expensive lease agreement and Mr. DeBroux indicated this would not be feasible. Mr. Zeitz suggested checking with the Highway Department about moving the pole. *M/S, Zeitz-Rankin to direct Mr. DeBroux to do what is necessary to get the pole in place and operational at the most reasonable cost to the county. All ayes.*

- 10. White Washing interior of Cattle Barn:** Mr. Dale Christiansen explained reasons for the project. In addition, he indicated the maximum cost would be \$1200 to come out of the \$20,000 maintenance budget. The work needed to be done before the start of the fair. *M/S, Fox-Rankin to proceed with the work and do whatever is necessary to complete the work. All ayes.*
- 11. Review of vouchers:** *M/S, Zeitz-Fox to place on file. All ayes.*
- 12. Budget report:** Mr. DeBroux reviewed the budget for the committee. A major concern is that the jail gets all of the proceeds but the county is responsible for the added expense of operation. This additional expense comes out of the maintenance budget which is already strained. *M/S, Alber-Rankin to direct Mr. DeBroux to investigate the added cost of jail operation and to put the report on the Law Enforcement Committee agenda for consideration. All ayes.*
- 13. User Group Expo-Center:**
- a. By –Laws: No comment.
 - b. Business plan: No comment.
 - c. Architectural Services: Mr. Zeitz presented the history of the request for payment by the county for architectural services for the design of the Expo-center. He also shared with the committee Resolution 2013-06-30. Mr. Hetfeld asked if this resolution was requesting funds for a project that has not yet been approved by the county. Mr. Zeitz indicated that was correct. *M/S, Zeitz-Fox to present Resolution 2013-06-30 to the full board. **Motion carried 4-1 with Mr. Alber opposed.***
- 14. Jail entrance project update:** Mr. DeBroux indicated the project is about 2 weeks behind due to a delay on receiving rebar and bricks. Steel was scheduled to arrive on June 28th. Mr. Alber asked if a penalty would be assessed and was informed there would not be. Mr. DeBroux was directed to carry over update report to next agenda.
- 15. Maintenance shop project update:** Mr. DeBroux indicated the project is on time and moving along well. Mr. Alber inquired about in floor heat and was informed there was. Mr. DeBroux was directed to carry over update report to next agenda.
- 16. Grandstand Bid Opening June 19th, Update:** Mr. DeBroux explained the RFP process and acceptance of bids. The ads for bids were released May 24th and due on June 19th. All bids are to be opened in public. Mr. DeBroux was not given specific direction as to dates for posting and accepting bids. Mr. DeBroux and Mr. Scholz extended the due date to June 28th. Both Mr. Fox and Mr. Zeitz felt the extension was improper with Mr. Fox indicating that the bids needed to be rerun if no bids were accepted by the due date. Mr. Zeitz felt there needed to be another vote concerning the RFP due to lack of bids. Mr. DeBroux stated the extension was due to the fact that there is a normal lag in time before the ad appeared in the trade magazines that provide most contractors with job information. Mr. Zeitz wished to go on record, “As a member of the Public Property Committee I am concerned the bidding process, with respect to the RFP for the grandstand replacement, was not conducted properly”.
- 17. Set next meeting date:** July 11 at 7:00 p.m.
- 18. M/S, Fox-Rankin to adjourn. All ayes. 8:32 p.m.**

Submitted by Jeff Hetfeld