

Meeting Minutes of
Lincoln County Public Property Committee
Tuesday August 9th, 2016
Lincoln County Service Center
801 N. Sales Street – Room 107
Merrill WI, 54452

MEMBERS PRESENT: Loretta Baughan, Hans Breitenmoser, Christopher Heller, Tyler Mueller

MEMBERS NOT PRESENT: Brian Hafeman

VISITORS: Patrick Gierl, Kortney Pike, Michelle Severt, Brian Severt, Erik Pfantz, Ryan Schwartzman

1. **Call meeting to order:** Meeting was called to order by chairman Hans Breitenmoser at 6:00 pm
2. **Approval of the minutes from July 12th, 2016:** M/S Heller/Baughan to approve the minutes as written. All ayes – motion carried
3. **Public Comment:** Erik Pfantz from the Merrill area asked the committee about utilizing an area of the pines north of the Service Center for recreational benefits. The committee informed him that he would have to submit a formal request to them in writing with the scope of the project and all related details. Once the request is made in writing, it would be put on the Public Property agenda for the next meeting for review and discussion. He indicated he would contact the maintenance director when he was ready to do this. No further action taken.
4. **Review of Vouchers:** placed on file
5. **Year to date budget report:** placed on file
6. **Maintenance Directors report:** placed on file
7. **Additional Maintenance Department staff:** The maintenance director briefed the committee on the request for an additional maintenance worker to accommodate the workload for the four additional buildings the maintenance department will be acquiring January 1st, 2017. The committee was briefed that this position would not affect the tax levy and that all county buildings with the exception of Pine Crest would now be under the maintenance department. M/S Baughan/Heller to approve the request for the additional maintenance worker. All ayes – motion approved
8. **Select bidder for the Human Services 3rd floor flooring project:** Maintenance Director presented the one bid received for this project (TMI Coatings, Inc- from St. Paul, MN) at a price of \$83,730.00. The committee was informed that this price was well above the budget amount figured to do this project. Maintenance Director recommended that due to the inflated bid price, we reject the bid and revisit both a revised approach to this project and/or look at a different type of flooring all together. M/S Baughan/Heller to reject the bid. All ayes – motion carried. M/S Breitenmoser/Mueller to have the maintenance director pursue both other avenues for a more economical approach to the epoxy flooring or a different option altogether and to formulate this into an RFP for future bids. All ayes – motion carried.
9. **Maintenance Management system schedule:** The maintenance director briefed the committee that the funds for this project would not be allocated until January 1st, 2017 only after the full county board ratified the 2017 budget at the November 2016 county board meeting. Facility Dude company wants to begin gathering information and building the data base before this process occurs with the understanding that if the project is not approved in the 2017 budget, Lincoln County would not be liable for any cost incurred for this work and also under no contractual obligation. Committee agrees that the work is imperative to implementation as soon as January 1st and if Facility Dude is willing to begin with this understanding then they are good with the process of gathering the information for building the data base. M/S Heller/Baughan for Facility Dude to begin gathering information and building the Lincoln County data base for implementation January 1st, 2017. All ayes – motion carried
10. **Lincoln County Property in the Schultz building:** Maintenance Director briefed the committee on the events from the past couple weeks regarding the missing property from the Schultz building. The

committee was informed that the appropriate parties have been contacted and that efforts were being made to get the property returned to Lincoln County as soon as possible. This item was requested to be put on the September agenda for further discussion. No further action was taken.

11. **Auction items:** The maintenance director reported that their department sold on the Wisconsin Public surplus auction two items. (1) Used 38 foot aluminum flag pole for \$344.99 and (2) used Hobart mixer for \$735.00. Total check amount paid to Lincoln County from Wisconsin Public Surplus \$1,079.99. No further action taken
12. **Set next meeting date:** The next meeting of the Public Property committee will be September 13th, 2016 at the Lincoln County Service Center at 6:00 pm in room 248.
13. **Adjourn:** M/S Mueller/Heller to adjourn. All ayes – motion carried at 6:43 pm.

Submitted August 10, 2016
Maintenance Director
Patrick Gierl