

LINCOLN COUNTY
Public Property Committee
Tuesday December 19th, 2023 – 5:30 pm

Meeting Location: Room 247 Government Services Center 801 N. Sales St., Merrill, WI 54452
Via Teleconference and In-Person Attendance.

Teleconference Attendance: Persons wishing to attend the meeting by phone may call into the telephone conference beginning ten minutes prior to the start time indicated above using the following number:

Meeting ID: <https://meet.google.com/umf-ymyj-ocf>
Conference Call: (US) 1 567-297-2823
Access Code: 359 301 345#

The teleconference cannot start until the host (department head) dials in and enters the host password.

All public participants' phones, microphones and chat dialog boxes will be muted or disabled during the meeting. If "public comment" appears on the agenda, before the meeting is called to order, the clerk will ask teleconference attendees whether any public comment is being offered. When called upon by the clerk or chair, any person offering public comment should state their name and comments.

Agenda

1. Call Meeting to Order
2. Approve Minutes of Previous Meeting: November 14th, 2023 meeting
3. Public Comment
4. Review of vouchers
5. Year to date budget report
6. Maintenance Directors report
7. Approval of time sheets and expense report
8. Convene into close session

Consideration of motion to adjourn into closed session pursuant to Section 19.85(1) (c), WI Stats., for purpose of considering employment, promotion or performance evaluation data of a public employee over which the governmental body has jurisdiction or exercise responsibility.

- A. Maintenance Department staff employee request Family medical leave without pay-no other time available.

9. Reconvene into open session
10. Take any necessary action discussed in close session
11. Discussion of lease agreements for ADRC
12. Auction items: none
13. Set next meeting date: January 16th, 2024 – LCSC – 5:30 pm
14. Adjourn

DISTRIBUTION:

Public Property Committee members: Bill Bialecki, Randy Detert, Brian Hafeman, Marty Lemke, Donald Wendorf

Posted on _____ at _____ p.m. by _____

While there may be a quorum of the following committees present, no committee business will be conducted at these meeting: Land Services Committee

Requests for reasonable accommodations for disabilities or limitations should be made prior to the date of this meeting. Please do so as early as possible so that proper arrangements can be made. Requests are kept confidential.

GENERAL REQUIREMENTS:

1. Must be held in a location which is reasonably accessible to the public.
2. Must be open to all members of the public unless the law specifically provides otherwise.

NOTICE REQUIREMENTS:

1. In addition to any requirements set forth below, notice must also be in compliance with any other specific statute.
2. Chief presiding officer or his/her designee must give notice to the official newspaper and to any members of the news media likely to give notice to the public.

MANNER OF NOTICE:

Date, time, place, and subject matter, including subject matter to be considered in a closed session, must be provided in a manner and form reasonably likely to give notice to the public.

TIME FOR NOTICE:

1. Normally, a minimum of 24 hours prior to the commencement of the meeting.
2. No less than 2 hours prior to the meeting if the presiding officer establishes there is a good cause that such notice is impossible or impractical.

EXEMPTIONS FOR COMMITTEES AND SUB-UNITS:

Legally constituted sub-units of a parent governmental body may conduct a meeting during the recess or immediately after the lawful meeting to act or deliberate upon a subject which was the subject of the meeting, provided the presiding officer publicly announces the time, place, and subject matter of the sub-unit meeting in advance of the meeting of the parent governmental body.

PROCEDURE FOR GOING INTO CLOSED SESSION:

1. Motion must be made, seconded, and carried by roll call majority vote and recorded in the minutes.
2. If motion is carried, chief presiding officer must advise those attending the meeting of the nature of the business to be conducted in the closed session, and the specific statutory exemption under which the closed session is authorized.

STATUTORY EXEMPTIONS UNDER WHICH CLOSED SESSIONS ARE PERMITTED:

1. Deliberation of judicial or quasi-judicial matters. Sec. 19.85(1)(a)
2. Considering dismissal, demotion, or discipline of any public employee or the investigation of charges against such person and the taking of formal action on any such matter; provided that the person is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action is taken. The person under consideration must be advised of his/her right that the evidentiary hearing be held in open session and the notice of the meeting must state the same. Sec. 19.85(1)(b).
3. Considering employment, promotion, compensation, or performance evaluation data of any public employee. Sec. 19.85(1)(c).
4. Considering strategy for crime detection or prevention. Sec. 19.85(1)(d).
5. Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. Sec. 19.85(1)(e).
6. Considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public would likely have an adverse effect on the reputation of the person referred to in such data. Sec. 19.85(1)(f).
7. Conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. Sec. 19.85(1)(g).
8. Considering a request for advice from any applicable ethics board. Sec. 19.85(1)(h).

CLOSED SESSION RESTRICTIONS:

1. Must convene in open session before going into closed session.
2. May not convene in open session, then convene in closed session and thereafter reconvene in open session with twelve (12) hours unless proper notice of this sequence was given at the same time and in the same manner as the original open meeting.
3. Final approval or ratification of a collective bargaining agreement may not be given in closed session.

BALLOTS, VOTES, AND RECORDS:

1. Secret ballot is not permitted except for the election of officers of the body or unless otherwise permitted by specific statutes.
2. Except as permitted above, any member may require that the vote of each member be ascertained and recorded.
3. Motions and roll call votes must be preserved in the record and be available for public inspection.

USE OF RECORDING EQUIPMENT:

The meeting may be recorded, filmed, or photographed, provided that it does not interfere with the conduct of the meeting or the rights of the participants.

LEGAL INTERPRETATION:

1. The Wisconsin Attorney General will give advice concerning the applicability or clarification of the Open Meeting Law upon request.
2. The municipal attorney will give advice concerning the applicability or clarification of the Open Meeting Law upon request.

PENALTY:

Upon conviction, any member of a governmental body who knowingly attends a meeting held in violation of Subchapter IV, Chapter 19, Wisconsin Statutes, or who otherwise violates the said law shall be subject to forfeiture of not less than \$25.00 nor more than \$300.00 for each violation.

Meeting Minutes of
Lincoln County Public Property Committee
Tuesday November 14th, 2023 – 8:00 am
Lincoln County Service Center
801 N. Sales Street – Room 247/48
Merrill WI, 54452

MEMBERS PRESENT: Bill Bialecki, Marty Lemke (by video), Brian Hafeman (by video)

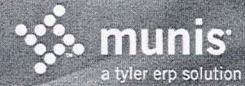
MEMBERS EXCUSED: Randy Detert, Donald Wendorf

VISITORS: Patrick Gierl,

1. **Call Meeting to Order** – Meeting was called to order by chair Bill Bialecki at 8:00 am
2. **Approve Minutes of Previous Meeting:** September 19th, 2023 – M/S Lemke/Bialecki to approve as presented. All ayes – motion carried.
3. **Public Comment** – none
4. **Review of vouchers** – Discussed and placed on file
5. **Year to date budget report** – Discussed and placed on file
6. **Maintenance Directors report-** Discussed and placed on file
7. **Approval of time sheets and expense report** – M/S Hafeman/Lemke to accept as presented. All ayes – motion carried.
8. **Discussion and approval of annual lease for Forward Services, CW Solutions, and Wisconsin County Forestry Assoc.** M/S Lemke/Hafeman to approve the 2024 lease agreements as presented. All ayes – motion carried.
9. **Auction items:** none
10. **Set next meeting date:** December 19th, 2023 – LCSC – 5:30 am
11. **Adjourn** – M/S Bialecki/Lemke to adjourn. All ayes – motion carried. Adjourned at 8:13 am

Minutes submitted November 16th, 2023
Maintenance Director
Patrick Gierl

LINCOLN COUNTY



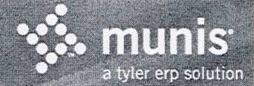
VENDOR INVOICE LIST

DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION	
6215 APEX CONTROLS 1, LLC											
291040		10/31/2023	356726	113023	344355	506.00	11/30/2023	INV	PD	SUPPLIES	
59 BATTERIES PLUS											
290346		10/31/2023	356025	110223	344068	150.90	11/02/2023	INV	PD	NURSE CALL BATTERY BACKUP	
60 BAUMGART WASTE REMOVAL LLC											
291041		10/31/2023	356727	113023	344359	661.00	11/30/2023	INV	PD	WASTE HAULING	
83 CARQUEST OF MERRILL											
290488		09/30/2023	356169	110923	344139	27.59	11/09/2023	INV	PD	SUPPLIES	
3294 CINTAS											
290347		10/31/2023	356026	110223	344074	316.47	11/02/2023	INV	PD	FIRST AID SUPPLIES	
7591 CINTAS											
290348		10/31/2023	356027	110223	344075	239.12	11/02/2023	INV	PD	MATS	
290588		11/09/2023	356272	110923	344142	99.16	11/09/2023	INV	PD	MATS	
291111		11/30/2023	356797	113023	344367	98.05	11/30/2023	INV	PD	MATS	
291112		11/30/2023	356798	113023	344367	38.78	11/30/2023	INV	PD	MATS	
291113		11/30/2023	356799	113023	344367	239.12	11/30/2023	INV	PD	MATS	
						714.23					
8249 CONDON OIL CO, INC.											
291042		10/31/2023	356728	113023	344369	1,040.31	11/30/2023	INV	PD	DIESEL	
623 CONSTELLATION ENERGY SERVICES											
290880		10/31/2023	356566	111623	13242	3,315.75	11/16/2023	INV	PD	NATURAL GAS SERVICE	
9106 ELECTRONIC INDUSTRIES, INC											
290349		10/31/2023	356028	110223	344079	98.08	11/02/2023	INV	PD	SUPPLIES	
8120 ENTRANCE TECHNOLOGIES 1, LLC											
290350		10/31/2023	356029	110223	344080	220.00	11/02/2023	INV	PD	SERVICE ENTRANCE DOORS	
159 ETCO ELECTRIC SUPPLY											
290489		09/30/2023	356170	110923	344149	23.94	11/09/2023	INV	PD	SUPPLIES	
290490		09/30/2023	356171	110923	344149	112.82	11/09/2023	INV	PD	SUPPLIES	
290491		09/30/2023	356172	110923	344149	25.89	11/09/2023	INV	PD	SUPPLIES	
290492		09/30/2023	356173	110923	344149	360.00	11/09/2023	INV	PD	SUPPLIES	
290493		09/30/2023	356174	110923	344149	19.67	11/09/2023	INV	PD	SUPPLIES	

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION	
						542.32					
172 FASTENAL COMPANY											
291114		11/30/2023	356800	113023	344377	105.00	11/30/2023	INV	PD	SUPPLIES	
173 FERGUSON ENTERPRISES #331											
290352		10/31/2023	356031	110223	344081	413.44	11/02/2023	INV	PD	SUPPLIES	
290351		10/31/2023	356030	110223	344081	-373.44	11/02/2023	CRM	PD	CREDIT	
						40.00					
7534 FUNKTION DESIGN STUDIO LLC											
291115		11/30/2023	356801	113023	344380	788.00	11/30/2023	INV	PD	PINE CREST MEMORY DOOR	
200 GRAINGER INC											
291116		11/30/2023	356802	113023	344382	174.56	11/30/2023	INV	PD	SUPPLIES	
5072 GREEN LAWN UNDERGROUND SPRINKLERS											
291117		11/30/2023	356803	113023	344384	135.00	11/30/2023	INV	PD	WINTERIZE SPRINKLER SYSTE	
1309 GUSTAVE A. LARSON COMPANY											
290353		10/31/2023	356032	110223	344084	274.39	11/02/2023	INV	PD	SUPPLIES	
8970 HAENCO LLC											
290354		10/31/2023	356033	110223	344085	715.96	11/02/2023	INV	PD	SUPPLIES	
290589		11/09/2023	356273	110923	344155	607.26	11/09/2023	INV	PD	SUPPLIES	
291118		11/30/2023	356804	113023	344386	435.45	11/30/2023	INV	PD	SUPPLIES	
						1,758.67					
2451 THE HOME DEPOT PRO											
290355		10/31/2023	356034	110223	344086	148.15	11/02/2023	INV	PD	SUPPLIES	
291043		10/31/2023	356729	113023	344390	181.66	11/30/2023	INV	PD	SUPPLIES	
						329.81					
1510 INTEGRITY FIRE PROTECTION INC.											
290494		09/30/2023	356175	110923	344158	218.00	11/09/2023	INV	PD	INSPECT SPRINKLER SYSTEM	
290495		09/30/2023	356176	110923	344158	155.00	11/09/2023	INV	PD	INSPECT SPRINKLER SYSTEM	
						373.00					
8917 KLINGBEIL LUMBER CO											
290496		09/30/2023	356177	110923	344162	25.00	11/09/2023	INV	PD	HEDGE TRIMMER PART	
7992 KRISS PREMIUM PRODUCTS, INC.											
290497		09/30/2023	356178	110923	344163	1,333.93	11/09/2023	INV	PD	SUPPLIES	

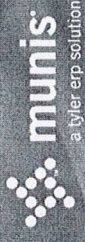
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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION	
800100 KWIK TRIP INC											
290881		10/31/2023	356567	111623	13243	866.89	11/16/2023	INV	PD	FUEL	
1563 LA FORCE INC.											
290498		09/30/2023	356179	110923	13195	381.58	11/09/2023	INV	PD	SUPPLIES	
261 LINDER ELECTRIC MOTOR INC											
291119		11/30/2023	356805	113023	344400	57.00	11/30/2023	INV	PD	SUPPLIES	
7265 MARATHON PEST CONTROL											
290356		10/31/2023	356035	110223	344094	38.00	11/02/2023	INV	PD	PEST CONTROL	
290357		10/31/2023	356036	110223	344094	38.00	11/02/2023	INV	PD	PEST CONTROL	
291120		11/30/2023	356806	113023	344402	35.00	11/30/2023	INV	PD	PEST CONTROL	
291121		11/30/2023	356807	113023	344402	38.00	11/30/2023	INV	PD	PEST CONTROL	
291122		11/30/2023	356808	113023	344402	38.00	11/30/2023	INV	PD	PEST CONTROL	
291123		11/30/2023	356809	113023	344402	60.00	11/30/2023	INV	PD	PEST CONTROL	
291124		11/30/2023	356810	113023	344402	70.00	11/30/2023	INV	PD	PEST CONTROL	
						317.00					
5651 MARK'S PLUMBING PARTS &											
291125		11/30/2023	356811	113023	344403	47.66	11/30/2023	INV	PD	JAIL SHOWER	
7854 MCCOY CONSTRUCTION & FORESTRY											
291127		11/30/2023	356813	113023	344404	165.78	11/30/2023	INV	PD	MONTHLY PM AGREEMENT	
291126		11/30/2023	356812	113023	344404	1,684.60	11/30/2023	INV	PD	PLOW SHOES	
						1,850.38					
277 MENARDS											
291129		11/30/2023	356815	113023	13294	576.00	11/30/2023	INV	PD	JAIL UPGRADE	
291128		11/30/2023	356814	113023	13294	98.36	11/30/2023	INV	PD	SUPPLIES	
						674.36					
216 MERRILL ACE HARDWARE											
290510		09/30/2023	356192	110923	344171	17.95	11/09/2023	INV	PD	SUPPLIES	
290514		09/30/2023	356196	110923	344171	36.87	11/09/2023	INV	PD	SUPPLIES	
290499		09/30/2023	356180	110923	344171	71.98	11/09/2023	INV	PD	SUPPLIES	
290520		09/30/2023	356203	110923	344171	11.69	11/09/2023	INV	PD	SUPPLIES	
290519		09/30/2023	356202	110923	344171	21.59	11/09/2023	INV	PD	SUPPLIES	
290509		09/30/2023	356191	110923	344171	3.82	11/09/2023	INV	PD	SUPPLIES	
290508		09/30/2023	356190	110923	344171	1.12	11/09/2023	INV	PD	SUPPLIES	
290521		09/30/2023	356204	110923	344171	12.59	11/09/2023	INV	PD	SUPPLIES	
290507		09/30/2023	356189	110923	344171	3.17	11/09/2023	INV	PD	SUPPLIES	
290506		09/30/2023	356188	110923	344171	12.22	11/09/2023	INV	PD	SUPPLIES	
290512		09/30/2023	356194	110923	344171	52.99	11/09/2023	INV	PD	SUPPLIES	
290518		09/30/2023	356201	110923	344171	15.29	11/09/2023	INV	PD	SUPPLIES	
290517		09/30/2023	356199	110923	344171	5.39	11/09/2023	INV	PD	SUPPLIES	
290516		09/30/2023	356198	110923	344171	2.51	11/09/2023	INV	PD	SUPPLIES	

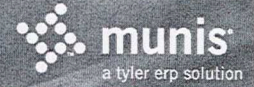
LINCOLN COUNTY



VENDOR INVOICE LIST

DOCUMENT #	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
290505		09/30/2023	356186	110923	344171	1.42	11/09/2023	INV	PD	SUPPLIES
290795		09/30/2023	356185	110923	344171	26.53	11/09/2023	INV	PD	SUPPLIES
290504		09/30/2023	356184	110923	344171	8.81	11/09/2023	INV	PD	SUPPLIES
290515		09/30/2023	356197	110923	344171	47.68	11/09/2023	INV	PD	SUPPLIES
290501		09/30/2023	356183	110923	344171	33.26	11/09/2023	INV	PD	SUPPLIES
290511		09/30/2023	356182	110923	344171	8.09	11/09/2023	INV	PD	SUPPLIES
290511		09/30/2023	356193	110923	344171	102.78	11/09/2023	INV	PD	SUPPLIES
290513		09/30/2023	356195	110923	344171	8.60	11/09/2023	INV	PD	SUPPLIES
290500		09/30/2023	356181	110923	344171	37.79	11/09/2023	INV	PD	SUPPLIES
						544.14				
400122	MERRILL WATER UTILITY									
291130		11/30/2023	356816	113023	344406	9,570.18	11/30/2023	INV	PD	WATER & SEWER
	310 NAPA AUTO PARTS OF MERRILL									
290803		10/31/2023	356488	111623	344312	242.97	11/16/2023	INV	PD	PARTS
290795		10/31/2023	356480	111623	344312	21.33	11/16/2023	INV	PD	PARTS
290796		10/31/2023	356481	111623	344312	62.17	11/16/2023	INV	PD	PARTS
290792		10/31/2023	356477	111623	344312	26.99	11/16/2023	INV	PD	PARTS
290793		10/31/2023	356478	111623	344312	-26.99	11/16/2023	CRM	PD	CREDIT
290794		10/31/2023	356479	111623	344312	39.08	11/16/2023	INV	PD	PARTS
290804		10/31/2023	356489	111623	344312	38.36	11/16/2023	INV	PD	PARTS
290805		10/31/2023	356490	111623	344312	43.30	11/16/2023	INV	PD	PARTS
290797		10/31/2023	356482	111623	344312	3.96	11/16/2023	INV	PD	PARTS
290806		10/31/2023	356491	111623	344312	71.06	11/16/2023	INV	PD	PARTS
290800		10/31/2023	356485	111623	344312	23.61	11/16/2023	INV	PD	PARTS
290798		10/31/2023	356483	111623	344312	72.36	11/16/2023	INV	PD	PARTS
290801		10/31/2023	356486	111623	344312	42.77	11/16/2023	INV	PD	PARTS
290799		10/31/2023	356484	111623	344312	26.42	11/16/2023	INV	PD	PARTS
290802		10/31/2023	356487	111623	344312	129.45	11/16/2023	INV	PD	PARTS
						816.84				
365 PETERSON BROTHERS SAND & GRAVEL LLC										
291131		11/30/2023	356817	113023	344418	33.00	11/30/2023	INV	PD	WASHED ROCK
6160 RIVER COUNTRY CO-OP										
291044		10/31/2023	356730	113023	344424	36.58	11/30/2023	INV	PD	SALTER SUPPLIES
5245 RR BRINK LOCKING SYSTEMS, INC.										
290590		11/09/2023	356274	110923	344191	2,434.00	11/09/2023	INV	PD	LOCK REPAIRS
2145 SHERWIN WILLIAMS										
290358		10/31/2023	356037	110223	344105	34.27	11/02/2023	INV	PD	PAINT
290359		10/31/2023	356038	110223	344105	57.32	11/02/2023	INV	PD	PAINT
						91.59				
8538 SUPPLYHOUSE.COM										
290944		11/29/2023	356630	112923	13270	310.96	11/29/2023	INV	PD	SUPPLIES

LINCOLN COUNTY



VENDOR INVOICE LIST

DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION	
4404 TRANE U.S. INC											
291132		11/30/2023	356818	113023	344439	22,361.89	11/30/2023	INV	PD	JAIL UPGRADE	
300014 WAL-MART COMMUNITY BRC											
290360		10/31/2023	356039	110223	344116	13.76	11/02/2023	INV	PD	SUPPLIES	
291133		11/30/2023	356819	113023	344445	470.88	11/30/2023	INV	PD	SUPPLIES	
						484.64					
3405 WAUSAU CHEMICAL CORP											
290522		09/30/2023	356205	110923	344218	460.29	11/09/2023	INV	PD	SUPPLIES	
521 WI PUBLIC SERVICE											
290524		09/30/2023	356207	110923	344223	17,225.00	11/09/2023	INV	PD	UTILITIES	
290525		09/30/2023	356208	110923	344223	1,408.32	11/09/2023	INV	PD	UTILITIES	
						18,633.32					
1028 AUGUST WINTER & SONS, INC											
290361		10/31/2023	356040	110223	344124	23,625.00	11/02/2023	INV	PD	INSTALL BOILERS	
290523		09/30/2023	356206	110923	344224	7,875.00	11/09/2023	INV	PD	INSTALL BOILERS	
291134		11/30/2023	356820	113023	344450	10,500.00	11/30/2023	INV	PD	INSTALL BOILERS	
						42,000.00					
104 INVOICES						114,902.31					

** END OF REPORT - Generated by Deana Jankowsky **

YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
26 MAINTENANCE DEPARTMENT							
0040 56 ADDITION							
10264051 541010 WATER SEWAGE FIRE	3,400	3,400	2,932.89	.00	.00	467.11	86.3%
10264051 543000 56 ADDITION REP AN	20,000	20,000	14,647.75	192.12	.00	5,352.25	73.2%
10264051 551000 56 ADDITION INSURA	5,000	5,000	.00	.00	.00	5,000.00	.0%
10264051 560000 CLEANING SUPPLIES	5,000	5,000	6,119.92	435.45	.00	-1,119.92	122.4%
10264051 562002 ELECTRICITY	63,000	63,000	39,204.22	.00	.00	23,795.78	62.2%
10264051 562003 GAS	14,000	14,000	5,751.41	.00	.00	8,248.59	41.1%
TOTAL 56 ADDITION	110,400	110,400	68,656.19	627.57	.00	41,743.81	62.2%
0043 COURTHOUSE							
10264351 541000 COURTHOUSE FUEL	10,000	10,000	5,794.81	.00	.00	4,205.19	57.9%
10264351 541010 WATER SEWER FIRE	4,000	4,000	2,089.47	691.65	.00	1,910.53	52.2%
10264351 543000 COURTHOUSE REPAIR	15,000	15,000	11,812.55	14.72	.00	3,187.45	78.8%
10264351 560000 COURTHOUSE SUPPLIE	5,000	5,000	3,015.49	.00	.00	1,984.51	60.3%
10264351 562002 ELECTRIC	20,000	20,000	15,425.82	.00	.00	4,574.18	77.1%
10264357 583001 COURTHOUSE CIP	60,000	135,000	74,667.05	.00	.00	60,332.95	55.3%
TOTAL COURTHOUSE	114,000	189,000	112,805.19	706.37	.00	76,194.81	59.7%
0045 MAINT SHOP NORTH							
10264551 543000 MAINT SHOP NORTH R	1,500	1,500	684.73	.00	.00	815.27	45.6%
10264551 560000 NORTH SHOP SUPPLIE	500	500	.00	.00	.00	500.00	.0%
10264551 562003 MAINT SHOP NORTH G	1,000	1,000	774.39	.00	.00	225.61	77.4%
10264551 571000 NORTH SHOP SUPPLY-	300	300	.00	.00	.00	300.00	.0%
TOTAL MAINT SHOP NORTH	3,300	3,300	1,459.12	.00	.00	1,840.88	44.2%
0048 GENERAL MAINTENANCE							
10264851 511000 GENERAL MAINTENANC	522,342	522,342	445,865.34	40,682.29	.00	76,476.66	85.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10264851 520000 GENERAL MAINTENANC	306,141	306,141	230,975.80	21,020.84	.00	75,165.20	75.4%
10264851 530000 PROFESSIONAL SERVI	10,000	10,000	194.85	.00	.00	9,805.15	1.9%
10264851 532000 GEN MAINT CONTRACT	65,000	65,000	77,318.85	716.11	.00	-12,318.85	119.0%
10264851 532302 GENERAL- RECYCLE	13,000	13,000	6,075.50	.00	.00	6,924.50	46.7%
10264851 542020 SNOW REMOVAL	6,000	6,000	8,320.85	.00	.00	-2,320.85	138.7%
10264851 543001 VEHICLE REPAIR AND	4,000	4,000	3,004.11	239.99	.00	995.89	75.1%
10264851 543002 GENERAL MAINT BLDG	5,000	5,000	3,748.82	772.64	.00	1,251.18	75.0%
10264851 543004 MACHINARY REPAIR	6,000	6,000	9,073.52	9.49	.00	-3,073.52	151.2%
10264851 543005 GEN MAINT - HWY AN	5,000	5,000	1,639.53	.00	.00	3,360.47	32.8%
10264851 552001 TELEPHONE	5,000	5,000	5,107.39	409.57	.00	-107.39	102.1%
10264851 553000 ADVERTISING	2,000	2,000	.00	.00	.00	2,000.00	.0%
10264851 554001 PRINTING ALLOCATIO	500	500	106.78	.00	.00	393.22	21.4%
10264851 555000 GENERAL MAINT TRAV	2,000	2,000	893.29	.00	.00	1,106.71	44.7%
10264851 560000 GEN MAINT SUPPLIES	3,500	3,500	2,750.97	607.26	.00	749.03	78.6%
10264851 560002 UNIFORMS	500	500	177.00	.00	.00	323.00	35.4%
10264851 561005 OFFICE, FURNITURE	7,000	12,344	7,502.26	262.05	.00	4,841.74	60.8%
10264851 562001 GENERAL MAINTENANC	8,000	8,000	9,786.65	.00	.00	-1,786.65	122.3%
10264851 565002 TOOL/EQUIP EXPENDI	6,000	6,000	12,363.92	78.66	.00	-6,363.92	206.1%
10264851 581004 GENERAL MAINT MACH	0	0	5,800.00	.00	.00	-5,800.00	100.0%
10264857 582001 PARKING LOT MAINT	0	38,130	.00	.00	.00	38,130.00	.0%
TOTAL GENERAL MAINTENANCE	976,983	1,020,457	830,705.43	64,798.90	.00	189,751.57	81.4%
0052 SAFETY BUILDING							
10265251 541000 SAFETY BLDG ELECTR	70,000	70,000	65,526.47	.00	.00	4,473.53	93.6%
10265251 541010 WATER SEWER FIRE	40,000	40,000	25,326.51	8,878.53	.00	14,673.49	63.3%
10265251 543000 SAFETY BUILDING RE	30,000	30,000	25,717.64	467.24	.00	4,282.36	85.7%
10265251 543006 SAFETY BLDG NON-JA	2,000	2,000	562.66	.00	.00	1,437.34	28.1%
10265251 543007 SAFETY BUILDING JA	10,000	10,000	6,995.42	2,481.66	.00	3,004.58	70.0%
10265251 560000 SAFETY BUILDING SU	5,500	5,500	4,306.81	.00	.00	1,193.19	78.3%
10265251 562003 GAS	30,000	30,000	21,856.76	.00	.00	8,143.24	72.9%
10265257 583001 SAFETY BUILDING CI	172,500	172,500	120,772.15	23,254.22	.00	51,727.85	70.0%
TOTAL SAFETY BUILDING	360,000	360,000	271,064.42	35,081.65	.00	88,935.58	75.3%
0095 GOVERNMENT SERVICE CNTR							
10269551 541010 WATER SEWER FIRE	4,000	4,000	3,035.61	.00	.00	964.39	75.9%
10269551 543000 GOV SERV CNTR REPA	25,000	25,000	28,574.05	65.14	.00	-3,574.05	114.3%

YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10269551 560000 GOV SERV CNTR SUPP	5,000	5,000	4,767.06	24.16	.00	232.94	95.3%
10269551 562002 ELECTRIC	45,000	45,000	39,410.97	.00	.00	5,589.03	87.6%
10269551 562003 GAS	7,000	7,000	4,468.07	.00	.00	2,531.93	63.8%
10269557 583001 GOVT SERVICE CENTE	0	150,000	179,659.60	10,500.00	.00	-29,659.60	119.8%
TOTAL GOVERNMENT SERVICE CNTR	86,000	236,000	259,915.36	10,589.30	.00	-23,915.36	110.1%
0167 MAINTENANCE SHOP							
10266751 532302 MAINT SHOP RECYCLE	1,500	1,500	.00	.00	.00	1,500.00	.0%
10266751 541010 MAINT SHOP WATER S	1,000	1,000	979.38	.00	.00	20.62	97.9%
10266751 543000 MAINT SHOP REPAIR	5,000	5,000	6,308.26	10.84	.00	-1,308.26	126.2%
10266751 543004 MAINT SHOP EQUIP R	2,500	2,500	97.45	.00	.00	2,402.55	3.9%
10266751 560000 MAINT SHOP SUPPLIE	2,500	2,500	692.21	.00	.00	1,807.79	27.7%
10266751 560003 MAINT SHOP HARD LI	1,500	1,500	832.40	.00	.00	667.60	55.5%
10266751 562002 MAINT SHOP ELECTRI	2,500	2,500	2,584.32	.00	.00	-84.32	103.4%
10266751 562003 MAINT SHOP NATURAL	5,000	5,000	2,555.40	.00	.00	2,444.60	51.1%
10266751 565002 MAINT SHOP SMALL T	1,000	1,000	.00	.00	.00	1,000.00	.0%
10266751 571000 MAINT SHOP SUPP-DI	1,000	1,000	1,237.27	.00	.00	-237.27	123.7%
10266757 583001 MAINT SHOP CIP	0	53,314	47,964.57	763.99	.00	5,349.43	90.0%
TOTAL MAINTENANCE SHOP	23,500	76,814	63,251.26	774.83	.00	13,562.74	82.3%
0283 PINE CREST NURSING FACILITY							
10268351 532000 PC CONTRACTED SERV	30,000	30,000	16,924.72	1,088.78	.00	13,075.28	56.4%
10268351 532301 PC SNOW REMOVAL	20,000	20,000	1,411.92	.00	.00	18,588.08	7.1%
10268351 543000 PC REPAIR AND MAIN	45,000	45,000	57,595.23	305.79	.00	-12,595.23	128.0%
10268351 543004 PC EQUIPMENT REPAI	15,000	15,000	8,215.53	79.99	.00	6,784.47	54.8%
10268351 555000 PC TRAVEL TRAINING	2,000	2,000	23.84	.00	.00	1,976.16	1.2%
10268351 560000 PC CLEANING SUPPLI	6,000	6,000	670.24	.00	.00	5,329.76	11.2%
10268351 560003 PC HARD LINE SUPPL	4,000	4,000	3,737.78	2,304.93	.00	262.22	93.4%
10268351 562002 PC ELECTRICITY	0	0	27,710.45	.00	.00	-27,710.45	100.0%
10268351 562003 PC GAS	0	0	46,635.58	.00	.00	-46,635.58	100.0%
10268351 565002 PC TOOL/EQUIP EXPE	2,500	2,500	1,261.47	64.39	.00	1,238.53	50.5%
10268351 571000 PC SUPPLIES-DISPOS	2,000	2,000	1,914.44	.00	.00	85.56	95.7%
TOTAL PINE CREST NURSING FACILITY	126,500	126,500	166,101.20	3,843.88	.00	-39,601.20	131.3%
TOTAL MAINTENANCE DEPARTMENT	1,800,683	2,122,471	1,773,958.17	116,422.50	.00	348,512.83	83.6%
TOTAL EXPENSES	1,800,683	2,122,471	1,773,958.17	116,422.50	.00	348,512.83	
GRAND TOTAL	1,800,683	2,122,471	1,773,958.17	116,422.50	.00	348,512.83	83.6%

Maintenance Directors Report
Through December 13th, 2023

11-6-23 Trane on site and began HVAC control upgrade work
Weekly maintenance staff meeting
Maintenance staff annual Hearing test
11-13-23 Maintenance staff weekly meeting
11-14-23 Public Property committee meeting
Horak Refrigeration – Evaporator in jail kitchen walk-in cooler
11-20-23 Maintenance staff weekly meeting
11-27-23 Maintenance staff weekly meeting
Meeting with Foley’s Tree Service on Service Center tree issues
Pine Crest meeting – maintenance issues and door alarms
12-4-23 Maintenance staff weekly meeting
12-11-23 Maintenance staff weekly meeting

Current work order level status.

Open planned maintenance work orders	120
Open work orders Maintenance not Pine Crest	41
Open work orders (Pine Crest)	109
Total open work orders	150

The following are projects we have or are currently working on

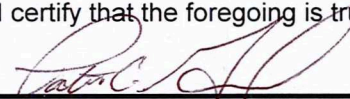
Courthouse Clock face restoration – project rescheduled for spring

Patrick Gierl
Maintenance Director
Report prepared 12/13/2023

Lincoln County Employee Timesheet

Name: Patrick Gierl		Department: MAINTENANCE					Pay Period:										
Employee Number: 502																	
Representative Status: Nonrepresented																	
FLSA Status: Exempt							From: 11/27/2023		To: 12/10/2023								
11/27	11/28	11/29	11/30	12/1	12/2	12/3	12/4	12/5	12/6	12/7	12/8	12/9	12/10				
Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Hours	Pay Category	FMLA	hours
11	8	8.5	8	10.5		5.5	8.5	9	10	11	10		3	103	Regular: MAINTENANCE		
														0	Vacation:		
														0	Holiday:		
														0	Paid Sick Allowance:		
														0	Paid Funeral Leave:		
														0	Worker's Compensation:		
8	8	8	8	8	0	0	8	8	8	8	8	0	0	80	TOTAL HOURS PAID		
														0			
														0			
11	8	8.5	8	10.5	0	5.5	8.5	9	10	11	10	0	3	103	TOTAL HOURS REPORTED		

I certify that the foregoing is true and correct.



 Employee signature

 Supervisor signature

Mandatory for all employees

GRANT ALLOWABLE EXPENDITURES

GRANT NAME/PROJECT: _____
 GRANT NAME/PROJECT: _____
 GRANT NAME/PROJECT: _____
 GRANT NAME/PROJECT: _____
 GRANT NAME/PROJECT: _____

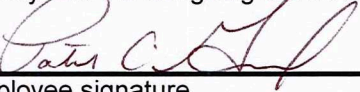
COMPLETED BY: _____

APPROVED BY: _____

Lincoln County Employee Timesheet

Name: Patrick Gierl		Department: MAINTENANCE				Pay Period:											
Employee Number: 502																	
Representative Status: Nonrepresented																	
FLSA Status: Exempt						From: 11/13/2023		To: 11/26/2023									
11/13	11/14	11/15	11/16	11/17	11/18	11/19	11/20	11/21	11/22	11/23	11/24	11/25	11/26			FMLA	
Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Hours	Pay Category	hours	
10	11.5	12	10	11			11	11	9				7	92.5	Regular: MAINTENANCE		
														0	Vacation:		
									8	8				16	Holiday:		
														0	Paid Sick Allowance:		
														0	Paid Funeral Leave:		
														0	Worker's Compensation:		
8	8	8	8	8	0	0	8	8	8	8	8	0	0	80	TOTAL HOURS PAID		
														0			
														0			
10	11.5	12	10	11	0	0	11	11	9	8	8	0	7	108.5	TOTAL HOURS REPORTED		

I certify that the foregoing is true and correct.



 Employee signature

 Supervisor signature

Mandatory for all employees

GRANT ALLOWABLE EXPENDITURES

GRANT NAME/PROJECT: _____
 GRANT NAME/PROJECT: _____
 GRANT NAME/PROJECT: _____
 GRANT NAME/PROJECT: _____
 GRANT NAME/PROJECT: _____

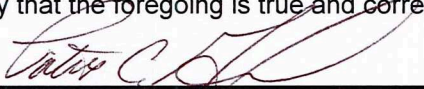
COMPLETED BY: _____

APPROVED BY: _____

Lincoln County Employee Timesheet

Name: Patrick Gierl		Department: MAINTENANCE					Pay Period:									
Employee Number: 502																
Representative Status: Nonrepresented																
FLSA Status: Exempt							From: 10/30/2023		To: 11/12/2023							
10/30	10/31	11/1	11/2	11/3	11/4	11/5	11/6	11/7	11/8	11/9	11/10	11/11	11/12			
Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Hours	Pay Category	FMLA hours
11	12	10	11	11			10	11	9	11	10			106	Regular: MAINTENANCE	
														0	Vacation:	
														0	Holiday:	
														0	Paid Sick Allowance:	
														0	Paid Funeral Leave:	
														0	Worker's Compensation:	
8	8	8	8	8	0	0	8	8	8	8	8	0	0	80	TOTAL HOURS PAID	
														0		
														0		
11	12	10	11	11	0	0	10	11	9	11	10	0	0	106	TOTAL HOURS REPORTED	

I certify that the foregoing is true and correct.



 Employee signature

 Supervisor signature

Mandatory for all employees

GRANT ALLOWABLE EXPENDITURES
 GRANT NAME/PROJECT: _____
 GRANT NAME/PROJECT: _____
 GRANT NAME/PROJECT: _____
 GRANT NAME/PROJECT: _____
 GRANT NAME/PROJECT: _____

COMPLETED BY: _____

APPROVED BY: _____

OFFICE LEASE

THIS LEASE AGREEMENT is made between Lincoln County, 801 N. Sales Street— Suite 158 (Attn: Maintenance Director), Merrill, WI 54452 (Landlord) and ADRC-CW, 2600 Stewart Avenue - Suite 25 (Attn: Executive Director), Wausau, Wisconsin 54401 (Tenant) as follows:

1. Leased Premises. The Landlord leases to the Tenant approximately 2237 square feet on the first floor of the Lincoln County Health and Human Services Center office building at 607 N. Sales Street, Merrill, Wisconsin, known as the Leased Premises, to include Rooms 228, 229, 232, 233, 234, 235, 236, 237 and two supply closets together with the non-exclusive right of use of the common areas of the building and grounds. Tenant is allowed to use such county-owned furnishings as are currently in the leased space; however, this is a lease for unfurnished office space.

2. Term of Lease. This Lease is for a term of five years, commencing January 1, 2024, and terminating December 31, 2028.

3. Security Deposit. The Tenant is not required to make a security deposit.

4. Rental. The Tenant shall pay the Landlord in advance by the first day of each quarter. Landlord will bill Tenant and payment shall be due by the first of January, April, July and October of each lease year. Based on the square footage of 2237, Tenant shall pay as follows:

2.5% Increase					
	Year	Per sq ft	Annual	Quarter I	% Increase
	2023	9.92	\$ 22,191	\$ 5,547.75	
1	2024	10.17	\$ 22,750	\$ 5,687.50	2.5%
2	2025	10.42	\$ 23,310	\$ 5,827.50	2.5%
3	2026	10.68	\$ 23,891	\$ 5,972.75	2.5%
4	2027	10.95	\$ 24,495	\$ 6,123.75	2.5%
5	2028	11.22	\$ 25,099	\$ 6,275.75	2.5%

5. Repairs, etc. The Landlord agrees that it will make all repairs to the leased premises (but not furnishings or personal property) and do all redecorating, remodeling, alteration and painting which the Landlord deems required or appropriate during the term and will maintain the Leased Premises in a safe, clean, neat and sanitary condition.

6. Altering and/or Remodeling. Tenant shall not do any altering and/or remodeling to the Leased Premises without the written consent of the Landlord.

7. Damage or Destruction of Leased Premises. It is mutually agreed by the parties hereto in case said building or any part thereof shall at any time be destroyed or damaged by fire or accident, Landlord may elect to terminate this lease or, in the alternative, then the rents hereby required or a fair and just portion thereof, according to the nature of the damage sustained shall, until said premises shall be

rebuilt or reinstated and made fit for occupancy or use, be suspended and cease to be payable unless such destruction or damage is caused in whole or in part by the actions or inactions of the Tenant or its employees or if the parties are unable to reach an agreement as to abatement of rent, then Landlord may terminate upon giving a thirty (30) day notice in writing to the Tenant. In case the building shall be substantially destroyed by fire or unavoidable casualty, then the term of this lease may be redetermined by the parties if either party gives written notice to the other party within thirty (30) days after such substantial destruction.

8. Use of Premises. The premises described above are leased to the Tenant for the sole purpose of operating its community services programs and the Tenant agrees that it will use the premises in such manner as to not interfere with or infringe on the rights of other tenants in the building. The Tenant agrees to comply with all applicable laws, ordinances and regulations in connection with its use of the Leased Premises.

9. Utilities. The Landlord shall provide adequate utilities to assure the comfort of the Tenant in its use of the Leased Premises.

10. Cleaning and Maintenance Services. The Landlord shall provide cleaning services of the type customarily furnished to business offices. Landlord agrees to be responsible for maintenance and prompt snow removal on all sidewalks, parking lots and driveways, and to be responsible for lawn care during the summer months.

11. Rights of Parties. The Landlord warrants the Tenant shall have the right of peaceful possession of the Leased Premises during the term of this Lease and so long as the Tenant shall not be in default. Tenant agrees to comply with all applicable laws and regulations.

12. Assignments and Subleases. The Tenant may not assign this Lease nor sublet the premises without the prior written consent of the Landlord.

13. Injury and Loss.

- A. Throughout the term, Landlord shall maintain general liability and casualty insurance on the building, equipment and fixtures, including the furniture and equipment of Tenant. Tenant acknowledges that this does not extend coverage to the personal property of Tenant and its employees nor does it cover injury to Tenant's employees while on the leased premises. Tenant waives all claims against Landlord for damages to personal property, goods or for injuries to persons on or about the leased premises, unless such damage is caused by the intentional acts of the Landlord,
- B. Each party shall at all times indemnify and hold the other harmless against all actions, claims, demands, costs, damages or expenses of any kind that may be brought or made against the other which the other may pay or incur by reason of the other's negligent performance of or failure to perform, any of their respective obligations under this lease.

14. Entry of Landlord. The Landlord reserves the right to enter the Leased Premises at reasonable times for the inspection of the same and reserves the right, during the last three (3) months of the term of the Lease, to show the premises at reasonable times to prospective tenants.

15. Rules and Regulations. The Tenant agrees to abide by all rules and regulations of the building imposed by the Landlord from time to time for the cleanliness, good appearance, proper maintenance, good order, and reasonable use of the premises and the building, and as may be necessary for the proper enjoyment of the building by all tenants and their clients, customers and employees.

16. Signs. The Tenant shall not install any signs in or about the premises without the prior written consent of the Landlord. The Landlord agrees to provide suitable (interior) directory signage to facilitate public identification of the Tenant.

17. Surrender. At the expiration of the Lease, the Tenant shall surrender the premises to the Landlord in as good condition as they were at the beginning of the term ordinary wear and tear excepted.

18. Notices. Any notices or demands to be given hereunder shall be given to the Landlord at Lincoln County Maintenance Director, 801 N. Sales Street — Suite 158, Merrill, WI 54452 and to the Tenant at 2600 Stewart Avenue, Suite 25, Wausau, Wisconsin 54401 and shall be by registered or certified mail.

19. Default. In the event the Tenant fails to pay any rental due under this Lease or fails to keep and perform any of its other terms or conditions, then 10 days after written notice of default from the Landlord, the Landlord may, if such default has not been corrected, terminate the lease by giving a written notice to Tenant to leave the premises by no later than the date specified in the written notice. Landlord may also resort to any and all legal remedies or combination of remedies which the Landlord may desire to assert.

If the Landlord shall default in performing its obligation under this Lease} the Tenant shall give the Landlord written notice of the deficiency, and the Landlord shall have a reasonable time to correct the same, and if not corrected within a reasonable time and such breach is a material breach, the Tenant may terminate this Lease or take such other legal steps to which it may be entitled,

Notwithstanding anything in this lease to the contrary, no event of default shall be deemed to have occurred under this lease if adequate funds are not appropriated during a subsequent fiscal period during the term of this lease so

as to enable the Tenant to meet its' obligations hereunder and written notice of the non-appropriation is given to Landlord — in which rent shall be due only for the months (or any portion thereof) that Tenant occupies the property.

20. Termination by Mutual Consent, Notwithstanding other terms and conditions herein, the parties may terminate this lease by mutual consent.

21. Change of ownership. In the event that the premises are no longer owned by Lincoln County, Lincoln County may terminate unilaterally this contract by providing a 180-day notice with provisions that Lincoln County may require ADRC to relocate to another Lincoln County building during that time period.

22. Amendment. The parties may amend the terms of this lease by mutual consent.

This Lease is executed by the parties on the dates indicated below.

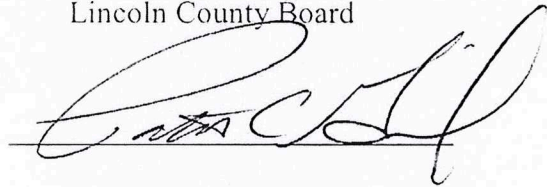
LINCOLN COUNTY, WISCONSIN:

Date: 12-6-2023



Don Friske, Chair
Lincoln County Board

Date: 12-8-2023



Patrick Gierl, Director
Lincoln County Maintenance

Date: _____

ADRC – CW Board Chair

Date: _____

Mike Rhea, ADRC-CW
Executive Director

Drafted by: R. L. Krueger, Lincoln County Administrative Coordinator