

Call to order:

The Public Property Committee meeting was called to order at 9:02 A.M. in the Vilas County Courthouse conference rooms by Chairman Ron De Bruyne with the following committee members present: Ed Bluthardt, Rocky Caffarella and Carolyn Ritter. Paul Hennes was excused. Other persons present at various times during this meeting: Russ Szuta, Kurt Berner representing The Samuels Group and David Alleman. Open meeting law complied with and quorum verified.

Approve agenda to be discussed in any order by the Chair:

Motion by C. Ritter, 2nd by R. Caffarella to approve the agenda, with the agenda order to be presented at the Chair's discretion. All voted aye. Carried.

Approve minutes of the May 19, 2014 meeting:

Motion by C. Ritter, 2nd by E. Bluthardt to approve the minutes of the May 19, 2014 meeting as presented. All voted aye. Carried.

Evidence garage planning – scope of work – Kurt Berner, The Samuels Group:

K. Berner updated the committee on all aspects of his firm's investigation of the Sheriff's Dept. evidence garage settling issue. Soils are not suitable to support the weight of the current building, and foundation repairs estimated to cost about \$100,000 are not economically feasible. R. Caffarella submitted several scenarios with regards to how he feels the building could be repaired and used. K. Berner discounted all of them, citing the poor soil conditions. Whatever is done, the building will continue to settle, creating cracks in the concrete block structure. R. Caffarella suggested removing the concrete walls down to the slab, and constructing a wood frame metal building on the existing concrete floor. E. Bluthardt felt that demolition and re-construction costs could easily exceed the cost of an entirely new structure. The committee discussed their options, and determined to move forward with a replacement building. **The consensus of the committee is to locate a new evidence garage on county lands, preferably at the Eagle River or Arbor Vitae highway shops.** The committee discussed building types. **By consensus the committee would prefer a wood frame or steel framed metal building constructed on a concrete foundation.** Building size was discussed. E. Bluthardt suggested that K. Berner confer with the Sheriff on the size of the building needed, door placement, heating needs, etc. Cost were also discussed, as were the options of borrowing or budgeting in the 2015 budget as a capital outlay. K. Berner estimated that his company would charge between \$800 and \$1000 for creating a building design that was ready for bidding. R. De Bruyne reported that he was aware that the Highway Dept. needed additional covered storage; he would like to explore the potential of a jointly used building. **Motion by E. Bluthardt, 2nd by C. Ritter to authorize The Samuels Group to create a building plan proposal that is bid ready, at a cost not to exceed \$1000.00. K. Berner is to confer with the Sheriff and the Highway Commissioner to assess the needs of both departments and to determine the feasibility of a jointly used storage building. Building type will be limited to either a wood frame or steel frame metal structure erected on a concrete foundation. All voted aye. Carried.**

I.T. Dept. - report, purchases and travel request:

Nothing presented

Maintenance Director report and purchases:

K. Berner reported progress on the development of a Preventative Maintenance Plan. E. Bluthardt explained the need for the PM plan and the expected deliverables. Cost of the PM plan is fully budgeted in 2014. R. Szuta reported on various equipment breakdowns, explaining that many pieces of HVAC and plumbing equipment are past their end-of-life cycles. Replacement will need to be considered. He recommended that the committee determine to review the custodial and maintenance services contracts, as both is up for renewal at the end of the year. He again expressed the need to hire a county employed maintenance worker.

Department purchases and leases:

Nothing presented.

Letters and Communications:

Nothing presented.

Set next meeting time and date:

The next meeting is scheduled for 12 Noon, Thursday, July 10, 2014.

Adjournment:

The Chair adjourned the meeting at 10:11 A.M.

Respectfully submitted by:

David R. Alleman

Vilas County Clerk.

Minutes reflect the recorder's notations and are subject to approval by the appropriate board or committee.