

800 CLERMONT STREET
ANTIGO, WI 54409-1948
WWW.CO.LANGLADE.WI.US



TELEPHONE: (715)627-6200
FAX: (715)627-6303

MEETING MINUTES

Committee: Public Property
Date: Wednesday, October 14, 2020
Time: 1:30 p.m.
Location: County Board Room, Lower Level of the Safety Building

The following discussion was held by the Committee at the meeting detailed above:

1. Meeting called to order at approximately 1:30 p.m. by Chairman Shiners.
2. Pledge of Allegiance.

PERSONNEL COMMITTEE			
Name	Role	Status	
George Shiners	Chair	Present	
Richard Wiegert	Member	Present	
Roger Buck	Member	Present	
Vern Cahak	Member	Present	
John Breske	Member	Present	
Non-Committee Members Present			
Name	Interest	Name	Interest
Nate Heuss	Facilities Management Director	Robin Stowe	Corporation Counsel
Ron Barger	Health & Social Services Dir.	Zach Zagar	Rep for Antigo Lions Club
William Bell	Rib Mountain Riders	Becky Rank	Deputy County Clerk/ Recording Secretary
Charlie Bauer	Horse & Pony Project		

3. **Approve previous meeting minutes of September 9, 2020.** Motion by Cahak, second by Buck to approve the previous meeting minutes of September 9, 2020. All ayes, motion carried.
4. **Public comment on agenda items, and consideration of requests for items to be added to future meeting agendas.** None
5. **Discuss request from Spiegl Family regarding donating a Memorial Bench at the Livestock Pavilion.** Heuss received a request from Josh Spiegl to donate a memorial bench at the Langlade County Fairground property near the Livestock Pavilion entrance in memory of his father, Tim Spiegl. Heuss stated that the Spiegl family would also donate the concrete pad if necessary for the bench. Discussion held. Motion by Cahak, second by Wiegert to approve the Spiegl Family donation of a memorial bench with placement on the south entrance of the livestock pavilion by the rocks. All ayes, motion carried.
6. **Discuss request from Antigo Lions Club regarding using Fairgrounds June 9, 2021 through June 13, 2021.** Zagar a representative for the Antigo Lions Club, would like approval to use the Fairgrounds for the week of June 2, 2021 to June 6, 2021 for the Championship Off Road Races. Zagar would like to make this an annual event. Discussion held on what is needed from the County for this event. Zagar stated this event will need the use of the whole Fairgrounds and the west parking lot off of North Ave. Zagar stated they will also need the moguls in the racetrack infield. Zagar stated if this event moves as planned, it will draw a large crowd. Motion by Cahak, second by Buck to approve the request from the Antigo Lions Club to host the championship Off Road for June 2-June 6, 2021. All ayes, motion carried.

Mr. Bell addressed the Committee stated they are interested in having a motocross event around the same time as the Championship Off Road Races. Bell stated this event would be at a much smaller scale. Looking at May 22, 2021 or May 29, 2021. Bell stated they will also need the Moguls in the infield for this event. Bell stated no action is need for this event as he will go through the proper channels for approval. Information only.

7. **Consider parking transportation company buses at the Health Service Center in lieu of existing parking location.** Heuss stated this item can be removed because the request has been withdrawn.
8. **Update on Fairgrounds Users, discuss potential new events.** Heuss stated due to COVID, there has been a reduction in events. Heuss updated the Committee on upcoming events. Heuss is working with Economic Development Angie Close and Corporation Counsel Robin Stowe on the possibility of leasing of the Fairgrounds. Information only.
9. **Discuss request form Charlie Bauer removing the moguls in racetrack infield.** Bauer stated this item is on the agenda to get approval to remove the moguls in the racetrack to make more room for trailers for the Horse and Pony Show. Bauer stated it has been some time since the moguls were used, however with the Championship Off Road Races possibility coming to town this request can be withdrawn. Discussion held on different options to safely walk horses across the racetrack due to the clay. Bauer stated the Horse and Pony show is usually held in June and September. Shinners suggested the use of the east parking area for the Horse and Pony show. Information only.
10. **Review electricity consumption records 2009-10 and 2017-19 (HCS, CH, RC, SB).** Heuss presented the Committee with a handout showing the electricity consumption records from 2009-2010 and 2017-2019. Committee reviewed the handout showing good progress in cost reduction. Information only.
11. **Discuss Governor's Order regarding 25% of capacity indoors.** Heuss stated the interim County Manager Nagel contacted him to determine what the 25% capacity would be for the County Buildings. Heuss discussed with the Committee different options of determining the 25% capacity. Heuss stated under 2c, local government is exempt from the order. Information only.
12. **Update on refilling vacant Building Maintenance Worker Position.** Heuss updated the Committee on the refill of the vacant Building Maintenance Worker Position. Heuss stated there was 3 very good candidates that interviewed. Discussion held on hiring policy and the qualifications needed of the building maintenance worker. Chairman Shinners would like Heuss to extend an offer of employment to the first candidate with the offer not to exceed step 5 of the current matrix. Discussion held on the possibility of adding another Building Maintenance Worker to the crew. Information only.
13. **Update on vacant Maintenance Assistant Position, vacant since 6/30/2020.** Heuss stated Personnel Committee has approved to fill the combine Forestry and Maintenance Assistant Position. Heuss stated this was posted for internal candidates. Heuss stated there has been multiple eligible candidates with interviews being scheduled for Friday, October 16, 2020. Discussion held on how this position will be split between the two departments.
14. **Update on 2020/2021 Projects- Covered in the Director's report.** Heuss presented the Committee with a written 2020/2021 projects. Multiple projects discussed including the furnace for the Clover Room, block at the Airport, Highway Shop sealant, concrete/parking lot and the Courthouse upper cupola. Information only.
15. **Discuss work quotes for Sober Living Property – 915 First Avenue., discuss Public Property involvement in Sober Living Facility remodeling to CBRF standard.** Chairman Shinners updated the Committee on the progress at the Sober Living Property at 915 First Avenue. Chairman Shinners discussed flooring, heating, gutters, sprinkler system and roofing. Discussion held on volunteer work that could be done. Corporation Counsel advised that any volunteer needs to fill out a waiver, submitting to the County Clerk or Corporation Counsel Office. Information only.
16. **Review Maintenance Department LTE duties, rates and benefits:** Heuss updated the Committee on the current LTE staff. Heuss stated there are 2 summer LTE's, an electrician helper LTE, snowplowing LTE and a cleaning LTE. Heuss stated the LTE's are different pay ranges due to the difference in experience. Heuss stated the cleaning LTE was hired in 2016 to clean the safety building only. Heuss stated the cleaning LTE is now cleaning the courthouse and the safety building at 23 hours per week at \$13.00 per hour. Heuss asked the committee for approval to increase the cleaning LTE to 30 hours per week at \$15.50 per hour, stating the cleaning LTE has not received a pay increase for 3 years. Committee discussed benefits for LTE. Motion by Wiegert, second by Cahak to increase the cleaning LTE to 29 hours per week with a pay increase to \$14.5 per hour, with funding coming from the maintenance department budget. All ayes, motion carried.

Heuss stated Soft Touch Cleaning Service cleans the Health Care Center and Resource Center would like a pay increase, the contract expired in 2015. The current service rate is \$15.50 per hour and would like to go to \$15.89 with a decrease in hours. Heuss stated if approved, this would have no fiscal impact. Committee discussed and voiced the concern in a decline of services if hours are reduced. Committee approved 60-day trial period.

17. **Review preliminary small project list for 2021.** Heuss read a list of preliminary small projects for 2021. Heuss discussed the race track announcer tower, airport roof, cleaning machine in the multipurpose room, boiler tune up, parking lot crack sealing, patch asphalt in maintenance shop, replace timbers at the State Soil Monument and replace tile in safety building. Chairman Shinnars asked that this type of list be provide to all Committee members before the meeting for review. Heuss will provide the Committee with a written report. Information only.
18. **Update on Lighting Replacement – convert to LED – Health Service Center, Courthouse and Safety Building.** Heuss updated the Committee on the progress to convert the County Buildings to LED lighting. Heuss stated the Safety Building and Jail are complete. Heuss stated they will be short of LED bulb and will need approval to purchase the remaining needed. Committee approved the purchase of the LED bulbs. Information only.
19. **Maintenance Monthly Report:** Heuss reviewed with the Committee the projects that are in progress or being completed. Discussion held on the boiler system tune up and drainage of the Detention Pond at the Fairgrounds. Discussion held.
20. **Approve disposal of County Equipment:** No equipment to be disposed of at this time.
21. **Review Budget Summary:** Not reviewed.
22. **Verify Date of Next Meeting.** Wednesday, November 11, 2020 at 1:30 p.m.
23. **Adjourn the Meeting.** Motion by Wiegert, second by Buck to adjourn the meeting at 4:17 p.m. All ayes, motion carried.

Minutes transcribed and submitted¹ by:
Becky Rank, Deputy County Clerk
Recording Secretary
