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## MEETING MINUTES

**Committee:** Public Property  
**Date:** Wednesday, December 9, 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.  
Motion by Wiegert, second by Buck to excuse Breske from today's meeting. All ayes, motion carried.

### PERSONNEL COMMITTEE

Name	Role	Status
George Shiners	Chair	Present
Richard Wiegert	Member	Present
Roger Buck	Member	Present
Vern Cahak	Member	Present
John Breske	Member	Absent

### Non-Committee Members Present

Name	Interest	Name	Interest
Nate Heuss	Facilities Management Director	Robin Stowe	Corporation Counsel
Angie Close	Economic Development	Becky Rank	Deputy County Clerk/ Recording Secretary
Reinhart Balcerzak	Supervisor	Ben Pierce	County Board Chairman
Elizabeth Gebert	District Attorney		

3. **Approve previous meeting minutes of November 11, 2020.** Motion by Cahak, second by Wiegert to approve the previous meeting minutes of November 11, 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. **Update on the Dairy Committee outstanding concrete invoice.** Chairman Shiners and Heuss stated UW Extension is taking care of this this agenda item, no discussion held. Information only.
6. **Update on the Fairgrounds promotion discussions.** Chairman Shiners asked Angie Close to update the Committee on fairgrounds promotions. Close stated Economic Development created a brochure promoting the Langlade County Fairgrounds. Close stated the Promotion Committee was developed in 2011 and was dissolved in 2020. Shiners stated the Committee is looking at suggestions to better promote/use the Langlade County Fairgrounds. Round table discussion held with possible suggestions given. Wiegert stated events are already scheduled for the 2021 year and would like the Committee to keep reviewing possibilities and doing research. Chairman Shiners would like Close and Corporation Counsel Stowe work together gathering data from other counties on how their fairgrounds are managed. Information only.
7. **Discuss Cleaning services in All County Buildings, possible changes.** Heuss reviewed what each County building has for a cleaning service. Heuss stated the Resource Center, Health/DSS and Forestry buildings all use an outside cleaning service. The Courthouse, Safety Building and Jail are cleaned by an LTE employee. Chairman Shiners stated the Courthouse is not properly being cleaned, stating the LTE is doing a wonderful job but the building is just too large for the amount of time the LTE is given to clean. Heuss stated the LTE is scheduled for 23 hours per week, with 7.5 hours per week at the Courthouse. Gebert stated her department would be more comfortable with a county employee cleaning the District Attorney's Office area due to confidential information. Wiegert would like to see the LTE receive more hours to clean the Courthouse. Stowe

stated this position is no longer an LTE but should be considered a permanent part time employee and this needs to be looked into. Chairman Shinnors and Wiegert will discuss this topic during the Administrative Team meeting. Information only.

8. **Update on Courthouse Upper Cupola Stone Sealing Project.** Heuss updated the Committee on the Courthouse Upper Cupola Stone Sealing Project stating Chairman Shinnors and himself meet with the contractor. Contractor is looking into different equipment options to complete this work in the spring. Heuss stated he will review the other quotes and review other options if needed. Information only.
9. **Update on possible Courthouse alterations for Second Judge.** Heuss updated the Committee on attending the Ad Hoc Second Judgeship Committee meeting. Heuss stated a likely location for the 2<sup>nd</sup> Judge would be in the Clerk of Court's office. Discussion held on the movement of offices to different locations and work that would need to be done. Heuss presented the Committee with a draft blueprint of the proposed Courtroom with Judge's Chambers. Chairman Shinnors would like to see an annual cost to run the second court and the possible cost savings to the County. Information only.
10. **Sober Living Update.** Chairman Shinnors updated the Committee on the renovations of the Sober Living facility. Chairman Shinnors stated volunteers will be needed once the drywall and flooring are complete to do painting and cleaning of the facility. Chairman Shinnors will be looking for appliances, stating North Central Health Care will furnish. Gebert stated Probation and Parole are happy with this facility and have suggested referrals. Information only.
11. **Update on Surplus Auction.** Heuss updated the Committee on the Surplus Auction. Heuss stated the County Clerks office is now handling the Surplus Auction site. Rank stated the County Clerk's office is working the Karalee Brock on getting the information and pictures and all is going well.
12. **Update on Fairgrounds Race Track Detention Pond.** Heuss updated the Committee on the Fairgrounds Race Track Detention Pond. Heuss and Chairman Shinnors meet with Tim Rusch to discuss engineering options for the Detention Pond. It was suggested to do a settlement pond. Rusch submitted an estimate of \$3,400 to do the engineering project. Chairman Shinnors asked for more information on the estimate. Information only.
13. **Review and approve 2021 Maintenance Small Project List.** Heuss presented the Committee with a preliminary 2021 Maintenance Project Fund List. Heuss reviewed with the Committee. Chairman Shinnors would like more information on some of the projects listed before approval. Information only.
14. **Maintenance Report.** Heuss stated Karalee Brock has started and doing well. Brock has been in the Maintenance Department going through the office and organizing. Heuss stated David Kluwe has started and has completed multiple small projects. The LED project is progressing. Heuss stated the fairground sign was damaged during the last windstorm, insurance has been submitted with repair scheduled. Information only.
15. **Approve disposal of County Equipment:** None.
16. **Review Budget Summary:** None
17. At approximately 2:30 p.m., consider moving into closed session pursuant to Section 19.85 (1)(C)(f), Wis. Stats., to review employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; and/or to review financial, medical, social or personnel histories of specific persons, which if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data; deliberating or negotiating the purchasing of any person referred to in such investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; to discuss yearly evaluation of Facilities Management Director. Motion by Buck, second by Wiegert to move into closed session. Voice vote Shinnors, aye; Wiegert, aye; Buck, aye; Cahak, aye. All ayes, motion carried. Committee moved into closed session at 3:37 p.m.

Those remaining in closed session were Heuss, Balcerzak, Pierce and Rank

18. At approximately 2:45 p.m., consider returning to open session with possible action on any matters discussed during closed session. Motion by Wiegert, second by Buck to move out of closed session. All ayes, motion carried. Committee moved out of closed session at 3:54 p.m. Chairman Shinnors asked that the Directors evaluation be completed and returned to Clerk Nagel before December 15, 2020.

**19. Verify Date of Next Meeting.** Wednesday, January 13, 2021 at 1:30 p.m. in County Board Room

**20. Adjourn the Meeting.** Motion by Wiegert, second by Cahak to adjourn the meeting at 3:56 p.m. All ayes, motion carried.

**Minutes transcribed and submitted by:**

**Becky Rank, Deputy County Clerk**

**Recording Secretary**