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LANGLADE COUNTY



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MEETING MINUTES

Committee: Public Property
Date: Wednesday, February 10, 2021
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
Zack Zagar	Rep for Lions Club	Becky Rank	Deputy County Clerk/ Recording Secretary
Erik Rantala	Forest Administrator	Shane Krueger	Krueger & Stienfest
Others	Members of the AHS and citizens		

3. **Approve previous meeting minutes of January 13, 2021.** Motion by Cahak, second by Buck to approve the meeting minutes of January 13, 2021. All ayes, motion carried.
4. **Public comment on agenda items, and consideration of requests for items to be added to future meeting agendas.**
5. **Discuss Fairgrounds and Camp Susan scheduling, billing and event prep.** Stowe stated a meeting was held on February 1, 2021 with Angie Close, Rhonda Klement (rep for the Langlade County Fair Board), Nate Heuss, Erik Rantala, Karalee Brock, Becky Rank, himself and Art Lersch. During that meeting Langlade County Fair Board agreed to serve as the "point of contact" and to administer the County's policies and procedures for the County Fairgrounds. Stowe asked the Public Property Committee for direction. Committee agreed to have Stowe draft a MOU to have Langlade County Fair Inc. administer the County Policies and Procedures for use of the County Fairgrounds. In consideration for the services provided by the Langlade County Fair Inc., the Committee would agree to waive the fees otherwise billed to the Fair Board for hosting the annual Fair (approx. \$5,000/year).

Stowe gave the Committee a history of Camp Susan and the UW System. The UW System does not want to be responsible of Camp Susan. Klement (rep for the Langlade County Fair Board) has agreed to take over the lease for Camp Susan. Discussion held. Motion by Wiegert, second by Buck to move forward with a MOU for Langlade County Fair Inc. to administer the County Policies and Procedures for use of the County Fairgrounds with the Committee agreeing to waive the fees billed to the Fair Board for hosting the annual Fair. The Committee also motions to name Langlade County Fair Inc. as the Lease holder for Camp Susan. Forwarding Resolutions to the County Board. All ayes, motion carried.

6. **Update on Lions' Club Off-Road Races June 5 & 6, 2021.** Zagar presented the Committee with a draft map of a proposed layout of the Off-Road Races being held on June 5 & 6, 2021. Discussion held on marketing/advertising, adding fencing,

economic impact to the community, events held during the weekend, and opportunities for clubs/sports to do fundraising. Zagar will keep the committee informed. Information only.

7. **Discuss request from AHS Jr. Class to hold Prom at the Multi-Purpose Building May 21-23, 2021.** Claire Musolff addressed the Committee asking permission to hold Prom at the Multi-Purpose Building May 21-23, 2021. Requesting the committee waive the rental fee. Musolff stated they have addressed the School Board and the School Board granted approval to move forward with planning. Motion by Cahak, second by Wiegert to approve the AHS Jr. Class to hold prom at the Multi-Purpose Building May 21-23, 2021, waiving the rental fee pending all proper paperwork is complete. All ayes, motion carried.
8. **Discuss request from Krueger and Stienfest to remove 6 bridge beams located on the north side of the overflow parking area at the Fairgrounds.** Krueger and Stienfest asked for permission to remove 6 bridge beams located on the north side of the overflow parking area in the Fairgrounds at no cost to the County. Stowe will need identification of the beams to draft a waiver/release. Chairman Shinnars stated the bridge beams are no longer a use to Langlade County and/or DOT. Committee voiced approval.
9. **Request credit card for new Maintenance Worker, with a limit of \$500.** Motion by Cahak, second by Breske to approve credit card for new Maintenance Worker with a limit of \$500. All ayes, motion carried.
10. **Update on cleaning in the Courthouse, and other county buildings.** Heuss updated the Committee on cleaning in the Courthouse. Reallocation of Safety Building/Courthouse cleaning LTE hours. Courthouse cleaning hours increased from 1.5 hours/day to 2.0 hours/day. Safety Building cleaning hours decreased from 3.0 hours/day to 2.5 hours/day with approval from the Sheriff. Courthouse Maintenance Worker has begun doing supplemental cleaning in the afternoons. Heuss recommends allocating a portion of Resource Center cleaning funds towards Courthouse cleaning funds, reducing Resource Center cleaning to 2.5 hours/day, utilizing reduction in cost at Resource Center to increase cleaning LTE hours from 23/week to 25.5 hours/week. Motion by Wiegert, second by Buck to reduce the Resource Center contract hours, reallocate saved funds to increase LTE Courthouse cleaning. Forwarding onto Finance Committee. All ayes, motion carried.
11. **Sober Living Update.** Shinnars updated the Committee on the Sober Living Facility. Shinnars stated they are working on cabinetry in bathrooms, painting, and electrical. Security has been purchased but not installed, exterior doors have been purchased. Appliances have been purchased. Information only.
12. **Discuss County Property Disposal Policy.** Not discussed.
13. **Update on Fairgrounds Race Track Detention Pond.** Heuss updated the Committee on the Fairgrounds Race Track Detention Pond. Heuss stated Tim Rusch with Rusch Engineering & Surveying will be starting the engineering project soon. Information only.
14. **Discuss elevated booth in the track infield.** Not discussed.
15. **Discuss LED replacement status.** Heuss presented the Committee with a written LED Project update. Committee reviewed the update. Discussion held. Written update will be on file in the County Clerk's Office.
16. **Discuss 2021 Maintenance Small Project List.** Not discussed.
17. **Discuss Maintenance Department Assistant Status.** Discussed with agenda item #19
18. **Maintenance Report – Building condition Report.** Heuss has been doing a building analyses to determine small and large projects. Heuss with work with his staff and update the Committee.
19. **Discuss proposed staff change for the Forestry /Maintenance Office.** Heuss and Rantala discussed with the Committee a proposed staff change for the Forestry/Maintenance Office. Heuss gave the Committee a brief history of the Maintenance Office Assistance Position. Discussion held. Committee approve for Heuss and Rantala to work on the proposal, bringing it back to the Committee. Information only.
20. **Approve disposal of County Equipment:** Rank stated the County Clerk's office has received 18 County owned cell phones, 6 of which can be sold at auction and 12 need to be disposed of. IT has approved of the 6 to be auctioned. Heuss would like Committee guidance on what to do with an old dishwasher. Committee would like Heuss to contact the Senior Center to

see if they are interested in it otherwise they approve for it to be put on the County auction site. Chairman asked for a voice vote, all ayes.

- 21. Review Budget Summary.** Heuss presented the Committee with a written January Budget Summary. Committee reviewed with no questions or concerns. Information only.
- 22. Verify Date of Next Meeting.** Wednesday, March 10, 2021 at 1:30 p.m. in County Board Room
- 23. Adjourn the Meeting.** Motion by Cahak, second by Wiegert to adjourn the meeting at 3:24 p.m. All ayes, motion carried.

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