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LANGLADE COUNTY



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## MEETING MINUTES

**Committee:** Public Property  
**Date:** Wednesday, June 10, 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 Shinners.
2. Pledge of Allegiance.

### PERSONNEL COMMITTEE

Name	Role	Status
George Shinners	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	Judy Nagel	County Clerk/Rec. Secretary
Pam Jankowski	Administrative Assistance	Ron Barger	DSS/Health Director
Robin Stowe	Corporation Counsel	Reinhardt Balcerzak	Supervisor

3. **Approve previous meeting minutes of March 2 & March 13, 2020.** Motion by Cahak, second by Buck to approve the previous meeting minutes of March 2 & March 13, 2020. All ayes, motion carried.
4. **Public comment on agenda items, and consideration of requests for items to be added to future meeting agendas.** Breske would like to discuss the horse arena at a future agenda.
5. **Elect Vice Chairperson.** Motion by Cahak to nominate Wiegert for Vice-Chair, second by Buck. Chairman Shinners called the three times for nominations. Nominations closed. All ayes, motion carried.
6. **Use of Government Buildings related to the COVID-19 outbreak- Ron Barger.** Barger updated the Committee on County Government office closures. Barger stated that the Unified Command Team had advised that all departments close to the public or have limited exposure to the public starting March 17, 2020. Barger stated most departments are now open to the public, with some restraints and restrictions, on an office by office basis. Barger recommended all large gatherings use proper signage, social distancing, masks and hand sanitizer. Information only.
7. **Review 2020 Projects.** Facilities Management Director Heuss presented the Committee with a written List of 2020 Maintenance Department Projects. Heuss updated the Committee on the replacement of the Highway Shop overhead doors having been ordered per Unified Command Team. Heuss stated it was discussed but not approved to replace seam sealant in Highway Shop, quotes have been received. Courthouse and Health Service Center Parking lot repairs have been scheduled for June 29, 2020. Energy efficiency projects are being reviewed for example purchasing LED lighting for the Courthouse and Health Service Center. Heuss stated he is working with the County Manger Clark on the purchase of a snowblower/mower for the Maintenance Department in lieu of a replacement of truck. Chairman Shinners would like Heuss and Clark to get pricing locally. Heuss presented the Committee with a written 2020 Maintenance Project Fund Request. Heuss updated the

## Meeting Minutes (Continued)

Committee on current project funding discussing Airport, Safety Building/Jail, Health Service Center, Courthouse, Fairgrounds and Resources Center. Information only.

### 8. Review 2021-2025 Capital Improvement Program (C.I.P.)

**A. Rank 2021 Projects:** Heuss reviewed proposed CIP projects for 2021. Committee voted and ranked projects for 2021 CIP, see below. Committee also discussed CIP projects for 2022-2025.

1. Energy Efficiency Improvements- All Langlade County Buildings
2. Water Metering System for Jail
3. Land Records, Register of Deeds, Treasurer & County Clerk Security
4. Concrete Replacement – Add Concrete Where Needed

**9. Sober Living Property-915 First Avenue.** Stowe updated the Committee on NCHC reconsideration of the Sober Living Property, giving a history on the project. Stowe will present at closed session at the June County Board meeting. Information only.

### 10. Update on Highway Department Office Project

**A. Close out Office renovations/ADA compliance project.** Chairman Shinnars asked the Committee to decline the bid received March 13, 2020 on office renovations/ADA compliance project for the Highway Department Office Project. Motion by Wiegert, second by Buck to decline the bid received March 13, 2020. All ayes, motion carried. Discussion held on ADA compliance of the Highway Department Office. Stowe updated the Committee on ADA self-audit of Langlade County buildings and a plan to address these deficiencies along with a transition plan. Information only.

**B. Discuss new facility 2022.** Committee discussed borrowed funds. Chairman Shinnars asked Stowe to investigate on when borrowed funds need to be spent and what restrictions the funds hold. Information only.

**11. Update on Antigo Public Library HVAC Project.** Chairman Shinnars addressed the Antigo Public Library HVAC Project funding. Chairman Shinnars stated the County's cost share for the APL HVAC Project is \$52,500. Stowe updated the Committee on the partnership between the APL, City of Antigo and Langlade County. It was stated the City of Antigo will take the lead on this project. Motion by Wiegert, second by Buck to approve the APL HVAC Project and forward onto the Finance Committee. All ayes, motion carried.

**12. Maintenance Monthly Report. Brief Review of Maintenance Department Role/Responsibilities.** Heuss presented the Committee with a monthly department report. Discussion held on the Fairground pond pumping. Heuss reviewed the gun range building proposals. See attached maintenance monthly report.

**13. Approve disposal of County Equipment.** None.

**14. Review Budget Summary.** Committee reviewed the Maintenance Department Budget with no questions or concerns.

**15. Verify Date of Next Meeting.** Wednesday, July 8, 2020 at 1:30 in the County Board Room

**16. Adjourn the Meeting.** Motion by Wiegert, second by Buck to adjourn the meeting at 3:10 p.m. All ayes, motion carried.

Minutes transcribed and submitted<sup>d</sup> by:

Becky Rank,  
Recording Secretary

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