

NOTICE OF MEETING
PROPERTY COMMITTEE
February 20, 2024 - 4:30 PM

Sheboygan County Administration Building
Room 302
508 New York Avenue
Sheboygan, WI 53081

To Join the Meeting Remotely via phone:
Dial: + 1-240-812-1398
Enter Pin Number: 264 183 271#

Members of the Committee may appear remotely.
Persons wanting to observe the meeting are encouraged to listen remotely.

Agenda

Call to Order

Certification of Compliance with Open Meeting Law

Approval of Minutes

Property Committee – Regular Meeting, February 6, 2024 at 4:30PM

Review and Approve Vouchers

Museum Update

University of Wisconsin Green Bay – Sheboygan Campus Update

Building Services

- Consideration of Bid Award for Courthouse Exterior Envelope Repair Project

Correspondence

- 4th Quarter Variance Reports for Building Services & UWGB – Sheboygan Campus

Approval of Attendance at Other Meetings or Functions

Date / Time / Location of Next Meeting

Tuesday – March 5, 2024 - 4:30 PM
Sheboygan County Administration Building – Room 302
508 New York Avenue
Sheboygan, WI 53081

Adjourn

Prepared by:
Becky Barritt
Recording Secretary

Henry Nelson
Committee Chairperson

NOTE: A majority of the members of the County Board of Supervisors or any of its committees may be present at this meeting to listen, observe, and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in *State ex rel. Badke v. Greendale Village Board*, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

Wis. Stat. § 19.84 requires that each meeting of a governmental body be preceded by a public notice setting forth the time, date, place, and subject matter of the meeting. This Notice and Agenda is made in fulfillment of this obligation. Electronic versions of this Notice and Agenda may hyperlink to documents being circulated to members in anticipation of the meeting and are accessible to the public for viewing. Additions, subtractions, or modifications of the hyperlinked materials do not constitute an amendment to the meeting agenda unless expressly set forth in an Amended Notice and Agenda. Members of the public are encouraged to check from time to time before the meeting to see whether the hyperlinked content has been changed from what was originally posted.

Persons with disabilities needing assistance to attend or participate or those without access to adequate telephone services are asked to notify Becky Barritt at (920) 459-4342 prior to the meeting so that accommodations may be arranged.

Wearing a mask is strongly encouraged in all County-owned or leased property, unless you are fully vaccinated.

SHEBOYGAN COUNTY PROPERTY COMMITTEE MEETING MINUTES

Sheboygan County Administration Building
Room 302
508 New York Avenue
Sheboygan, WI 53081

February 6, 2024

Called to Order: 4:32 pm

Adjourned: 5:00 pm

MEMBERS PRESENT: Henry Nelson, Chairperson; George Kulow, Vice President; Gerald Jorgensen, Secretary; Jon Kuhlow, Member

MEMBERS ABSENT: Brian Smith, Member

OTHERS PRESENT: Kevin Dulmes & Becky Barritt, Building Services; Bryan Olson, Transportation Director; Tim McMullen & Dan Schmitz, Plymouth Snow Rangers

CALL TO ORDER

Chairperson Henry Nelson called the meeting to order at 4:32 PM.

CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW

Posted February 2, 2024 at 12:00PM

INTRODUCTIONS

APPROVAL OF MINUTES

Property Committee – Regular Meeting, January 16, 2024 at 4:30pm – Moved by Supervisor G. Kulow, seconded by Supervisor J. Kuhlow to approve minutes as presented; motion carried with no nay votes.

CONSIDERATION OF PARKING FOR SNOWMOBILE RACE

- Transportation Director Bryan Olson explained that the Plymouth Snow Rangers Snowmobile Club is requesting to use a County-owned parking lot for parking of trucks and trailers for the snowmobile races on February 10, 2024. Moved by Supervisor J. Kuhlow, seconded by Supervisor G. Kulow to approve the request as presented; motion carried with no nay votes.

REVIEW AND APPROVE VOUCHERS

Moved by Supervisor J. Kuhlow, seconded by Supervisor G. Kulow to approve vouchers as presented; motion carried with no nay votes.

MUSEUM TAYLOR HOUSE UPDATE

No updates.

UNIVERSITY OF WISCONSIN GREEN BAY – SHEBOYGAN CAMPUS HOUSING UPDATE

No updates.

CORRESPONDENCE

- Sheboygan County Veterans Memorial – Director Dulmes met with Allen Nohl, Board President for the Veterans Memorial, and reported that they have fully funded their expansion and are not looking for any additional funds.

BUILDING SERVICES

- Consideration of Contingency Request for Detention Center Salter – Director Dulmes shared that the Detention Center has received the new pick-up truck, but the existing salter does not

fit on the new truck. Requesting contingency funds to purchase a new salter that will fit the truck. Moved by Supervisor Jorgensen, seconded by Supervisor J. Kuhlow to approve the purchase; motion carried with no nay votes.

APPROVAL OF ATTENDANCE AT OTHER MEETINGS OR FUNCTIONS

None

DATE / TIME / LOCATION OF NEXT MEETING

Tuesday, February 20, 2024 4:30 PM
Sheboygan County Administration Building – Room 302
508 New York Ave
Sheboygan, WI 53081

ADJOURN

Moved by Supervisor G. Kulow, seconded by Supervisor Jorgensen to adjourn; motion carried with no nay votes, and meeting adjourned at 5:00pm.

Respectfully Submitted,

Becky Barritt
Recording Secretary

Gerald Jorgensen
Secretary

**BID TABULATION FORM
SHEBOYGAN COUNTY
COURTHOUSE & ANNEX BUILDING
EXTERIOR ENVELOPE REPAIR PROJECT
SEG #15291**

	Berglund	Mike Koenig	MRI	Quasius	Wilson Group
BASE BIDS					
Base Bid	\$ 4,400,000.00	\$ 3,438,000.00		\$ 3,437,088.00	\$ 3,866,870.00
ALTERNATE BIDS					
Alt Bid No. 1	\$ 2,115,000.00	\$ 1,691,730.00		\$ 1,794,218.00	\$ 1,967,440.00
Alt Bid No. 2	\$ 760,000.00	\$ 754,835.00		\$ 680,285.00	\$ 950,630.00
Alt Bid No. 3 - DEDUCT	\$ (175,000.00)	\$ (304,928.00)		\$ (18,125.00)	\$ (42,340.00)
UNIT PRICES					
Replace/modify gypsum plaster finish/SF	\$ 20.00	\$ 5.00		\$ 11.00	\$ 10.00
Replace/modify interior marble panels/SF	\$ 300.00	\$ 150.00		\$ 310.00	\$ 100.00
Replace/modify interior wood panels-trim/SF	\$ 200.00	\$ 12.50		\$ 295.00	\$ 15.00
BID SUBMITTALS					
Acknowledge Addenda #1 Y/N	Y	Y		Y	Y
Acknowledge Addenda #2 Y/N	Y	Y		Y	Y
A 305 - Submitted Y/N	Y	N		Y	Y
Bid Security	(5%)220,000	(5%) 171,900		(5%) 171,854.40	5%
Proposed Subcontractors Form	Y	Y		Y	Y
Base bid plus Alt. Bids 1, 2 & 3	\$ 7,100,000.00	\$ 5,579,637.00		\$ 5,893,466.00	\$ 6,742,600.00
Base bid plus Alt. Bids 1 & 2	\$ 7,275,000.00	\$ 5,884,565.00		\$ 5,911,591.00	\$ 6,784,940.00

**VARIANCE REPORT FOR DEPARTMENT -- BUILDING SERVICES
FOR THE QUARTER ENDING 12/31/2023**

TIMING	G/L CATEGORY	VARIANCE FROM BUDGET	EXPLANATION OF VARIANCE
	Interest and Other Revenue		
	Rent Revenue	2,853.64	Taylor Park rental reservations higher than expected.
	Other Misc. Revenue	1,407.39	Scrap metal recycling.
	Interdepartmental Revenue		
	Repairs & Maintenance Services	45,065.40	Electrician repairs for Transportation & Rocky Knoll.
	Other Interdept'l Revenue	2,397.19	Sign making and supply flags for other departments.
	Personnel Related Expenditure		
	Wages	91,287.09	17.8% under. Assistant Electrician, Assistant Director and 1 maintenance worker vacancies most of YTD, plus others.
	Overtime	(3,947.12)	More overtime due to vacant positions.
	Benefits	17,316.89	Vacant positions 7.9% less.
	Operating Expenses		
	Purchased Services	21,923.52	Natural gas 26% under budget due to 12% reduced use and 27% lower prices than expected, partially offset by increase in electricity price.
	Repairs and Maintenance	91,663.82	Unspent structural related work; mostly carpet to be bid out.
	General Operating	179,069.90	\$159,218 unspent contingency funds.
	Interdepartmental Charges		
	Employee Related Insurance	44,665.80	Vacant positions 8.4% less.
	Repairs & Maintenance Charges	(19,236.55)	Use of Transportation Department for snow removal higher than budgeted.
	Capital Outlay	68,265.33	28% under budget. Electrician van \$16,700 over & Kubota tractor \$3,800 over. Other items ordered. \$29,756 remaining of the \$66,905 carryover for the Health & Human Services generator.
	Variances Less Than Justification Threshold	(53,771.30)	
	TOTAL	488,961.00 Positive	

**VARIANCE REPORT FOR DEPARTMENT -- UW GREEN BAY- SHEBOYGAN CAMPUS
FOR THE QUARTER ENDING 12/31/2023**

TIMING	G/L CATEGORY	VARIANCE FROM BUDGET	EXPLANATION OF VARIANCE
	Operating Expenses		
	Repairs and Maintenance	(30,581.99)	More than budgeted expenses for maintenance and facility repairs
	Variances Less Than Justification Threshold	(5.22)	
	TOTAL	(30,587.21) Negative	