

**SHEBOYGAN COUNTY PROPERTY COMMITTEE MINUTES**

Sheboygan County Courthouse  
615 North Sixth Street, Sheboygan, WI  
Building Services Conference Room

**February 21, 2012                      Called to Order: 4:30 PM                      Adjourned: 5:25 PM**

**PRESENT:**                                      Ed Procek, Jim Glavan, Tom Epping, John Oppeneer

**ABSENT:**                                      John Raml

**OTHERS PRESENT:**                      Michael Vandersteen, County Board Chairman; Carl Buesing, Corporation Counsel; Bob Harker, Mary Novak, Bill Holbrook, Sheboygan County Museum; Ed Janairo, University of Wisconsin Sheboygan; Erik Krumholz, Tremco ; Jim TeBeest, Gail Ulezelski, Building Services

**CALL TO ORDER**

Chairperson Procek called the meeting to order at 4:30 PM.

**CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW**

Agenda posted February 16, 2012 at 1:45 PM.

**APPROVAL OF MINUTES**

Moved by Glavan/seconded by Oppeneer to approve the February 7, 2012 Property Committee meeting minutes as mailed; motion carried.

**APPROVAL OF VOUCHERS** – Moved by Glavan/seconded by Epping to approve vouchers as presented; motion carried.

**CORRESPONDENCE –**

- Department Accommodate Letters – Consensus of Committee to place copies of the letters from the Sheriff and Meg Unit into personnel files of maintenance staff.
- Introductions – At the request of Supervisor Epping, all in attendance asked to introduce themselves.

**DISCUSSION/POTENTIAL ACTION OPEN BIDS, AWARD/REFER 2012 SUNNY RIDGE AND HEALTH & HUMAN SERVICES ROOF PROJECTS**

Sunny Ridge roof replacement bids cancelled. Bids for the Health & Human Services roof project are as follows:

<b>CONTRACTOR</b>	<b>Lakewood Roofing</b>	<b>Northern Metal &amp; Roofing</b>	<b>Royalty Roofing</b>	<b>Schaus Roofing &amp; Mechanical</b>	<b>Walsdorf Roofing</b>	<b>WJ Woodruff Roofing</b>
<b>II. HHS Building Roofs #2 &amp; #5</b>						
<b>2A. BASE BID</b>	\$54,039	\$40,954	\$34,992	\$35,576	\$41,700.00	\$45,404.81
<b>2B. OWNER PURCHASE</b>	\$14,936	\$14,936	\$14,936	\$21,305	\$14,935.58	\$15,595.19
<b>2C. TOTAL</b>	\$68,975	\$55,890	\$49,928	\$56,881	\$56,635.58	\$61,000.00

CONTRACTOR	Lakewood Roofing	Northern Metal & Roofing	Royalty Roofing	Schaus Roofing & Mechanical	Walsdorf Roofing	WJ Woodruff Roofing
D. Drain (\$ each)	\$3,700	\$1,250	\$1,500	\$750	\$1,300	\$350
E. Labor (\$/hr)	\$80	\$78	\$75	\$65	\$70	\$72
E. Labor (\$/hr)	-	\$95	\$150	\$90	-	\$88
F. Markup	15%	15%	15%	10%	20%	15%
BID SECURITY	10% bond	10% bond	10% bond	10% bond	10% bond	10% bond

Moved by Epping/seconded by Glavan to refer bids to TeBeest and Tremco and report back at next meeting; motion carried.

**DISCUSSION/POTENTIAL ACTION SHEBOYGAN COUNTY MUSEUM LEASE UPDATE --**

Because Historical Society expressed concerns regarding the proposed lease, both the Museum and Building Services provided additional documentation to Corporation Counsel for further review. Corporation Counsel requests action be deferred until agreement between parties can be reached. Moved by Glavan/seconded by Oppeneer to defer introduction of resolution until Corporation Counsel has worked out a mutually agreed upon lease between both parties. Following discussion, motion carried.

**DISCUSSION/POTENTIAL ACTION 2011 4<sup>TH</sup> QUARTER VARIANCE REPORTS -**

- University of Wisconsin Sheboygan – Moved by Glavan/seconded by Epping to approve as presented; motion carried.
- Building Services – Moved by Glavan/seconded by Epping to approve as presented; motion carried.

**DISCUSSION/POTENTIAL ACTION HEALTH & HUMAN SERVICES DÉCOR PLAN**

TeBeest reported on plan to re-carpet and re-paint entire building over five-year period.

**DISCUSSION/POTENTIAL 2011 BUILDING SERVICES ANNUAL REPORT**

Moved by Glavan/seconded by Epping to approve as presented; motion carried.

**DISCUSSION/POTENTIAL ACTION ATTENDANCE OF COMMITTEE MEMBERS AT OTHER MEETINGS/FUNCTIONS – None.**

**DATE / TIME/ LOCATION NEXT MEETING**

Tuesday – March 6, 2012 @ 4:30 PM, Building Services Conference Room.

**ADJOURNMENT**

Moved by Glavan/seconded by Oppeneer to adjourn. Motion carried; meeting adjourned.

Respectfully Submitted,  
Gail Ulezelski, Recording Secretary