

Menominee County Finance Committee
Minutes of Meeting
01/31/ 2017

*******APPROVED 2.24.17*******

The Finance Committee met on January 31, 2017 at 9:00 AM at the Menominee County Administrative Office.

Others present at the meeting were Mike Holmes, Gerald Piche, Sherry DuPont,

Call Meeting to order: Com. Nelson called the meeting to order at 9:07 A.M.

Pledge of allegiance: was recited by all.

Roll Call: All Finance Com. Commissioners are present.

Agenda motion by Com. Schei and supported by Com. Gromala to approve the agenda as written. Motion approved 4/0.

Previous Meeting minutes: Minutes not available

Public Comment: None

Department Head/Elected Official Reports: None

Business Items:

A. 2016/17 Budget Amendment-New Building purchase/expenses

New Account: 101-103-998.11 ~ Purchase of Building at 1000 9th St.: – Nelson:

With new account structure, which has been set up, sufficient monies have to be transferred to cover the cost of the building as well as any cost incurred for repairs, etc. Will pay taxes on it this year, about \$2,500.00. \$30 to Register of Deeds, and the purchase price of \$85,000. After looking at the building, the carpeting in two of the units look good, unit on far north side is questionable. **Schei:** 1st one for sure needs to be cleaned, 2nd one is threadbare down the middle, 3rd one hard to tell because it is being used. Better to replace now than later, but if trying to save money, we could clean it. Recommends to look at the bigger picture, the total picture. **Nelson** Painting, doors, windows, would be nice to have all done so that people don't have to be disrupted once in the building and operating. **Gromala** One thing that also needs to be looked at is the middle section. Cooling/airflow etc. **Nelson** Also the boiler, 32 years old. Electric outlets, need GFIs. The lights are outdated, switches. North side of building: talked to Matt, his plan is to add a wall. Doors need insulating, etc.. **Schei** Will there need to be security doors? **Nelson** Dead bolted and insulated should be fine. **Cech** The window that is cloudy, needs to be replaced. **Schei** Recommendation is to

plan for the future, looking at the long-term, what needs to be done, do it correctly and get it done now. What would be the cost to run a Merit line over and get the communication up and running? That will be additional money, do we need to transfer that in right away? **Sherry** Checking into it, the City may also be interested in Merit. No prices yet, was going to talk with the City first. As far as the State probation and parole, the state will have to be involved with their secure connections. **Nelson** Matt and I talked about that, said that is not an issue. **Jim** Hoping that all the state stuff that is in 2nd floor of the jail, that fiber connections will be able to go onto that same pole. AT&T. **Mike H** Was contacted by Matt V. supervisor, will be here this afternoon and he may have plans, numbers. **Nelson** recommends that the electrical (outlets and switches) be replaced, also the windows, carpeting, the door, a good cleaning and a paint job and there might be some lights on ceiling that need to be replaced. **Jim** If we are just changing out existing, then can do ourselves, but if it is a matter of re-wiring, then have to have an electrician. **Schei/Nelson** Should go with LED lighting. **Gromala** Asks if vinyl or laminate should be looked at vs. Carpeting. **Nelson** carpeting would be less expensive. Durability is comparable. All the painting and work can be done internally. **Jim** Work has to be done in proper sequence, can be done, what kind of timeline? Could be less expensive to have contractor give estimate and get it all done at the same time. Not have to worry about weather and number of county employees it would take to get the job done. **Nelson** get costs, estimates, guesstimate of \$8000.00 (windows, doors, carpeting, painting) Maybe go \$10,000 For just the one end, between \$6,000 and \$8000. Middle unit: Concern about access.....Veterans...say we don't have to have ADA accessible, it is "grandfathered" in, if we didn't touch that, there is one door, windows, .. This is a big area, Judge Hass wants his probation officer there possibly in the future, should it be planned for now? **Schei** Agrees, it is a lot of space, someone could use it. **Jim** 20x13 for main section of that room and each of the offices are 12x11. **Nelson** The cost of this section would be a few grand. \$3-3,500. Has a wish list from Mike H. Is the desk being left? **Schei** If we are going to do cameras, each unit should have their own. **Sherry** IT should go in and look at what needs to be done. **Nelson** jot down numbers, with Mikes request, \$6000, with Merit, another \$6000, so about \$23,000., when other numbers are added in. **Mike** One interview room, and 3 detective rooms. Discussion continued about sizes of rooms and how best to use the space. Still concerns about "privacy" for clients and having nowhere to go for discussions that need to be private. **Nelson** Civil cases should not be the county's concern, attorneys should be responsible for the own business. **Cech** thinks that it is also for the constituents of Menominee County, they are the ones in court. It's not really the lawyer getting the benefit, it is the county individual. **Schei** All things "court" should come under the same entity, jail is different, fall under Sheriff dept. Court House offices should be those related to government. **Nelson** Wall for interview room for Mike? **Jim** if we are to have a room between the interview and vets office, it would have to be sound proof. **Cech** interview room location? Have in back where it will be more separated. **Nelson** \$117,500 approx to expect spending. Boilers- there are two one hasn't been used in about 4 years. Could be potential for replacement. \$10,000/\$12,000. **Gromala** need to look at the parking space. **Cech** would need handicapped accessibility...**Gromala**, that would have to come from the city. **Schei** leave vets where it is and move admin

over to new building. Nelson has thought about that, **Schei** Vets may not want to go through security. **Nelson** Vestibule was designed to accommodate the vets.. Lets narrow down this building, jacked up a bit on some numbers, **Gromala** again brings up parking, may be within historical district and need to provide additional space. **Schei /Nelson** let's take care of building now, do parking later. Motion to bring \$135,000 to the account (Designated building fund) to the board now. Motion by Schei, second by Gromala, motion carried.

Public Comment: Mike Holmes thanks the committee for the considerations of the sheriff department. Jerry, glad he came to meeting. We all knew it would be more, but good for the future. Jan Hafeman, in agreement, there are things she would look at a little different, but thinks all is reasonable.

Commissioner Comment: Nelson, thank you everyone, a very enjoyable meeting

Adjournment: Moved by Com. Gromala, supported by Com. Cech to adjourn the meeting at 10:28 AM. Motion approved 4/0.