

Minutes approved 8.18.26



Property Committee Meeting

James Carius Community Room

Tuesday, July 21, 2026 – 3:31 p.m.

Committee Members Present: Chairman Max Schneider, Jon Hopkins, Mike Harris, Eric Schmidgall, Dave Mingus, Nancy Proehl

Committee Members Absent: Vice Chairman Eric Stahl, Kim Joesting

Others Attending: Mindy Darcy, County Administrator

MOTION **MOTION BY MEMBER MINGUS, SECOND BY MEMBER HOPKINS**
to approve the minutes of the June 16, 2026 meeting and June 24, 2026 in-place meeting

On voice vote, **MOTION CARRIED UNANIMOUSLY**

P-26-17 **MOTION BY MEMBER HARRIS, SECOND BY MEMBER HOPKINS** to
recommend to Approve Usage of Contingency Dollars for the Justice
Center Annex

Administrator Darcy stated that a request had been received to use \$37,883.93 from the Owner's Contingency fund to upgrade the boiler model being installed as part of the project. She explained that the upgrade was necessary to comply with the manufacturer's specifications regarding the required length of the flue piping.

Member Harris asked whether the project remained within the available contingency budget. Administrator Darcy stated that \$765,199.04 remained in the project's contingency fund.

On voice vote, **MOTION CARRIED UNANIMOUSLY.**

P-26-19 **MOTION BY MEMBER HARRIS, SECOND BY MEMBER SCHMIDGALL** to
recommend to Approve McKenzie Building and Justice Center Roof
Replacement Projects

Administrator Darcy stated that PJ Hoerr received four bids and Kreiling Roofing was the lowest bid. She stated that the total project cost includes \$40,000 of project contingency, a \$8,000 allowance for architectural services, and a \$5,000 allowance for potential road closure and signage provisions. She stated that these funds will only be spent if they are needed.

Member Hopkins asked whether the road closure would only be necessary while the equipment was being placed on the roof. Administrator Darcy stated that Facilities Maintenance Director Mike Schone has been working with P.J. Hoerr to explore options that would eliminate the need for a road closure by utilizing the County parking lot instead, thereby avoiding the associated costs.

On voice vote, **MOTION CARRIED UNANIMOUSLY.**

P-26-21 MOTION BY MEMBER HARRIS, SECOND BY MEMBER SCHMIDGALL to recommend to Approve the Disposal of IT-Related Equipment and Accessories

Administrator Darcy stated that this request is to dispose of obsolete, broken, and no longer usable IT-related equipment and accessories. She provided a presentation showing the equipment currently being stored that is no longer needed. She explained that the County has been working with Digital R-E-D, an electronics recycling company that the County has used previously, and that the company is willing to collect the equipment for recycling and provide the County with compensation for the recyclable materials. She stated that they expect that the County has 5-8 pallets of electronics.

Member Harris questioned whether all of the electronics had been purchased by the County or whether some of the items had been brought in by employees. Administrator Darcy stated that the vast majority have been purchased by the County.

Administrator Darcy stated that anything that has memory has been removed from the device and Heart has a record of it being destroyed.

MOTION BY MEMBER HARRIS, SECOND BY MEMBER HOPKINS to recommend to amend the Resolution to state that Digital R-E-D as opposed to Heart is able to provide recycling services for some equipment while waste disposal of appropriate for other pieces of equipment.

On voice vote, **AMENDMENT CARRIED UNANIMOUSLY.**

On voice vote, **MOTION AS AMENDED CARRIED UNANIMOUSLY.**

DISCUSSION: Current Project Update

Facilities Maintenance Director Mike Schone provided an overview of current projects.

DISCUSSION: Justice Center Annex and Animal Control Building Project Updates Including Contingency Spent to Date

Administrator Darcy stated that the reports were included in the members' folders. She stated that the Justice Center Annex is on track to be completed in July of 2027. She stated that on August 18th at 10:30 a.m. a tree topping ceremony will take place for the Justice Center Annex building. She stated that it marks an important point in the construction where PJ Hoerr has completed the steel construction of the building.

Administrator Darcy stated that the Animal Control building is open and they are still compiling final costs. She stated that they are over budget but

under the contingency amount for the project.

DISCUSSION: Capital Improvement Plan Costs for Projects with PJ Hoerr as Project Manager

Administrator Darcy provided an overview of the Capital Improvement Plan projects with PJ Hoerr as the project manager.

RECESS Chairman Schneider recessed the meeting at 3:50 p.m.

(transcribed by S. Gullette)