

ADMINISTRATIVE COMMITTEE

September 6, 2012

The Administrative Committee met on Thursday, September 6, 2012 at 9:00 a.m. in Room 266, on second floor of the Administration Building in Lancaster, WI pursuant to the last meeting of June 12, 2012.

Members present: Larry Wolf, John Patcle, Vincent Loeffelholz, Mark Stead, Robert Scallon, Lester Jantzen and John Beinborn.

The meeting was called to order by Chair Larry Wolf. Linda Gebhard, County Clerk verified that the meeting was in compliance with the open meeting law, posted in County newspaper, The Herald Independent and posted in two places.

John Beinborn, seconded by Vince Loeffelholz, made a motion to approve the agenda. Motion carried.

Robert Scallon, seconded by John Beinborn, made a motion to approve the minutes of June 12, 2012. Motion carried with one nay vote from Mark Stead.

Reviewed County Board Chair Description: The committee went through the duties listed on the job description, making one change in Essential Job Functions:

The bullet point reads "Appoint persons to serve on committees, boards or commissions and the chairperson thereof, except when specifically limited by law." A motion was made by Vince Loeffelholz, seconded by Lester Jantzen to change the wording to "Recommends to the full County Board the appointed persons to serve on committees, boards of commission and the chairperson thereof, except when specifically limited by law." Motion carried.

52 Building Discussion: The committee discussed the future of the 52 building with input from Neal Blackburn, Unified Counseling Services Director. With the uncertainty at this time whether the State will change or continue some of the Health Service programs in the future, the committee decided it would be better to put together a long term plan for the future of the building. The feasibility study that was completed by MSA Engineers stated, "that there will be upcoming expenses if the building will be utilized in the future ."

Jail Needs: Neal Blackburn, Unified Services Directed, stated that the wave of the future seems to be to combine Health related departments in to one Human Services Department. This could include Sheriff/Jail Departments along with Unified, Health, Social Services and ADRC. The subject of Regionalization and possibly Privatizing these services is felt to be a goal of the State. Discussion took place on the Grant County Jail regarding improvements and upgrade that are going to be needed in the near future. The building facility is very old and certain things such as the jail security doors malfunction on a regular basis. Heating and air is a problem, the current facility is proving to be too small and in some cases unsafe. The kitchen facility is in need of new appliances, there is no laundry facility at this time, medical treatment rooms are inappropriate and there are no exercise areas for the inmates. The Grant County Jail is not set up for the long term inmate placement.

A site was discussed as to where a new structure would work the best. The present location would not be large enough to the needed capacity, plus it is located in a residential section of town.

The Administration Building will be paid for this year, which would leave that money available for future use.

The committee agreed that a long terms schedule is something that should be looked in to for the future of Grant County.

Highway needs: Dave Lambert, Highway Commissioner was present and stated that the Highways needs were very small in comparison to the 52 Building and the Jail. The Highway Department has incorporated costs in their budget for years to take care of the needs. The salt storage facility in Platteville is the biggest project at this time. Highway is waiting on the DOT for a decision in order for them to proceed with the project.

Possible Fleet Fuel Changes: Jack Johnson, Deputy Sheriff told the committee about the possibility of the Sheriff Department purchasing their own propane supply verses natural gas. Set up costs for Propane could be \$100,000, Natural gas set up cost could be \$250,000.

Area Kwik Trips are working on an arrangement such as this, they would be in line to receive grants for participating in this type of arrangement.

Other things regarding the propane change discussed were that the squad vehicles would have to have converter kits installed to use the propane gas. These kits could cost \$8,000 per squad. Using propane has proven to add to the life of the engine and it doesn't take away from the power, mileage relatively the same. Jack Johnson felt that in the long run purchasing the propane could be a long term money saver.

Dave Lambert, Highway, stated that they had looked into this type of arrangement for their use but they found that once this got implemented; there were seemed to be more regulations put on the terms which he felt in the long run was not worth the set up expenses. He felt that the local Kwik Trips should be given time to work through this issue to avoid the infrastructure that the County would have to implement.

The committee felt that more information was need in order for them to have further discussion. They asked Jack Johnson to bring back more information for the next meeting so they can continue on with this issue then.

Attending meetings by phone: It was discussed as to whether committee members should be allowed to attend committee meetings via the phone. Mark Stead felt that if you have made the commitment to be a board member your presence at the meetings should be mandatory. Different scenarios were discussed per county committee meeting attendance. Some committee are made up of more citizen members, sometimes it is hard to have a quorum present. Cost of the phone call was discussed.

After much discussion, Vince Loeffelholz, seconded by Mark Stead, made a motion to recommend to the full county board that the rule for attending the meetings is that "not any committee member" will be allowed to attend a County Board of Supervisor meeting or committee meeting by phone.

Discussion was called for regarding this motion. A short recess was taken so the committee could have Jeff Kindrai, Health Department Director join the meeting because his committee is made up of a large number of citizen member, such as doctors and nurses with busy schedules.

The meeting was call back to order at 10:55 a.m. with Jeff Kindrai present.

When asked if this recommendation would affect his committee meetings, Jeff stated yes. He was under the impression when a position in the Health Department came vacant; he had to call a committee meeting for their approval to post the job. Larry Wolf stated that if the job being filled was a position that was already in existence, the rule of thumb was the Director simply call the Chair person of the committee and get their approval to post the position. If the position was a newly created position, then the full committee would have to be involved. Jeff stated that if that was the case, he could get along without calling a meeting requiring some members to use the phone. He was reluctant in the fact that there may be some times that a quorum has not been met; it would be beneficial to call a member to attend by phone. The committee asked that Jeff try this method using no phones and if it became a problem, he could bring it back before the committee for reconsideration.

The motion was restated, and passed.

Adjournment: Mark Stead, seconded by John Beinborn, made a motion to adjourn the meeting to the call of the chair. Motion carried.