

ADMINISTRATIVE COMMITTEE

September 29, 2015

The Administrative Committee met on Tuesday, September 29, 2015 at 1:30 p.m. in Room 264, on second floor of the Administration Building in Lancaster, WI pursuant to the last meeting of July 14, 2015.

Members present: Robert Keeney, Mike Lieurance, Robert Scallon, Mark Stead, John Patcle, Dale Hood, and Roger Guthrie. Other people present were Dave Bainbridge, Mayor Jerry Wehrle, Nate Dreckman, Jack Johnson, Dave Timmerman, Grant Loy, Joyce Roling and Nancy Scott.

The meeting was called to order by Chair Robert Keeney at 1:00 p.m. Linda Gebhard, County Clerk verified that the meeting was in compliance with the open meeting law, posted in two places.

Agenda: Mark Stead, seconded by John Patcle made a motion to approve the amended agenda. Motion carried.

Minutes: Robert Scallon, seconded by Roger Guthrie made a motion to approve the minutes of July 14, 2015 as written. Motion then carried unanimously.

Master Plan Update, Samuels Group: Kurt Berner, Samuels Group Vice President gave the committee a preliminary report on the Master Plan The Samuels Group has been working on which will serve as a road map of what the county would like to do with their county owned facilities in the future. Kurt wanted to present the plan to the committee first to receive their input before taking it to the County Board.

Kurt informed the committee of the process that they had followed to compile the draft Master Plan; meeting with all the Department Heads, analyzing all the previous studies that had been done by other companies regarding the buildings and space needs. The intent of a Master Plan is to have a cost effective Master Plan in place so when there are changes in the Board through the years, the plan can be used to stay on track with future improvements to help keep the county going forward. Kurt warned the committee that the plan is not meant to shock them but when dealing with a master plan it is necessary to think outside the box to obtain the best solution to benefit the county as a whole. The plan is only meant to give the County a direction of the best solutions to consider; it does not deal with the actual construction of a facility, engineering, or the process in obtaining specific properties if privately owned. Those steps and negotiations will have to be dealt with by the county when a plan has been determined. Kurt stated the plan was designed to show the size of a structure needed to meet the space needs of each facility and how the structure would potentially fit on property that best meets the efficiency needs for the facility.

Kurt stated that the plan was designed so each improvement the county would make could be done in steps; designing buildings that can structurally be added onto in the future depending on the counties fiscal situation. The Samuel's Group would associate cost escalators to each project so the costs will reflect accurate future costs. Kurt stated he has worked on many Master Plans; not many organizations can afford to implement all the needed changes at one time, which are why it is important to have this continuing plan in place.

Kurt stated The Samuels Group found the biggest urgency for the county was the Law Enforcement Facility and the 52 Building housing ADRC and Social Services Departments. Locating the Law Enforcement Facility near the Courthouse so it could be connected offered the best option for security, transporting of prisoners and housing the jail. Kurt stated Social Services conveyed their concerns regarding the need for more security and would be interested in locating nearer to the Law Enforcement Facility in the future. The lack of parking space is another issue in the downtown area.

There were four tentative options presented to the committee:

Option A -- Building a structure to house Law Enforcement , Social Services, ADRC and a parking ramp across from the Courthouse on Jefferson Street, demo the 52 building, demo existing Law Enforcement and jail building and construct a storage building on that site. Highway remains the same. Projected Cost: \$23,570,000

Option B – Build a structure for Law Enforcement and Social Services on the existing Highway site, moving Highway to 52 Building site, move ADRC to third floor of Administration Building. Projected Cost: \$26,510,000

Option C & Option D – Wrapping a facility housing Law Enforcement and Social Service around the Courthouse within the square.

(These options were turned down by the committee to take off the plan).

The committee discussed each option; they came up with some other options they wanted Kurt to look into. If the county could obtain the property across from the Administration Building (Weber's Jewelry Store) on Maple Street to build a parking ramp with a walk way to Administration Building. Also to look into how much property the county owns by the Law Enforcement Facility and would there be enough to build an adequate facility for Law Enforcement and Social Service located there. Questions were asked regarding relocation of the Highway Department to the 52 Building site; could it be located so it did not take up prime work land.

The committee asked Kurt if he had meet with David Bainbridge regarding his plan to build a structure for the County to house Social Services and ADRC the County. He stated that he could meet with David to review his plan before the County Board Meeting and see how a leasing agreement option would impact the county.

Legislation pertaining to Power Plant: Regarding the closing of the Cassville Power Plant, the Bill SP252 has been fast-tracked by Senators Frank Lasee and Howard Marklein, with cosponsors State Representative Joel Kitchens and Assembly Representative Travis Tranel. Under the proposal, payments would be reduced by 20% each year after a plant is closed. It also removes language that caused any utility revenue payment to be reduces based on property taxes paid by the property owner.

Discussion of Strategic Plan Items: As part of the Strategic Planning that the Grant County Board had done last fall, Robert Keeney had put out some feelers to continue to promote good governance through youth. The concept "Through our Eyes", was created by Todd Johnson, UW-Extension, and Tom Martin, CESA #3, to involve youth in government through social media. Bob asked for any input the committee members may have.

Committee Structure: Robert Keeney asked for any thoughts regarding the committee structure or restructure. Committee discussed length of prospective meetings; this would have to be considered if the committees would be combined. This issue should be discussed and a solution should be found before next year when the Board Members will be up for election. December 2015 the board members will take papers out; the committee felt before April 2016 this issue should be dealt with. A meeting will be set sometime in October to discuss the Strategic Plan; this issue will be placed on that agenda.

Adjournment: Mark Stead, seconded by Mike Lieurance made a motion to adjourn the meeting pursuant to the next meeting scheduled for Monday October 19, 2015 at 1:00 p.m. Motion carried.