

ADMINISTRATIVE COMMITTEE

November 30, 2015

The Administrative Committee met on Monday, November 30, 2015 at 1:00 p.m. in Room 264, on second floor of the Administration Building in Lancaster, WI pursuant to the last meeting of October 19, 2015.

Members present: Committee members present were Robert Keeney, Mike Lieurance, Robert Scallon, Mark Stead, John Patcle, Dale Hood, and Roger Guthrie. Other people present were Kathy Shannon Rink, Unified, Nate Dreckman, Sheriff, Dave Lambert, Highway, Jack Johnson, Chief Sheriff, Nancy Scott, Finance, Lori Reid, ADRC, Carol Schwartz, Orchard Manor, Fred Naatz, Social Services, Joyce Roling, Personnel, Jeff Kindrai, Health, Verda Nemo, Child Support, Jody Bartels, Probate, and Gary Ranum, County Board Supervisor.

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 agenda as written. Motion carried.

Minutes: John Patcle, seconded by Dale Hood made a motion to approve the minutes of October 19, 2015 as written. Motion then carried unanimously.

Master Plan Update, Samuels Group: Kurt Berner, Samuels Group Vice President gave the committee an overview of the current Master Plan his company was asked to implement maximizing the use of county owned land. The site presented was supposed to be on the Lippert Building site but the site used by The Samuel's Group was the FS Property across the road from the Lippert Building site. Both sites would work; the difference would be in the initial cost of moving salt storage verses cold storage and how the buildings would be located on the properties.

The plan included demolishing the existing structures on site, relocating the Highway salt storage units to the OM site on Hwy 129 and Highways 35/61/81. Construct a secure site for Law Enforcement and Social Services on the FS site. Because of the recent construction that has started on the Buildings housing the Weber Jewelry Store and Murray Electric on the square by the Administration Building; those sites are no longer available for possible parking previously anticipated by the county; therefore ADRC would be added to the FS site. Kurt Berner suggested, if this would be possible; he would increase the square footage for the ADRC building to 9,000; Social Services square footage would be 12,000 and he would increase the bed capacity for Law Enforcement to 85 beds. The buildings could be attached or unattached, either way would work. This phase could be done in steps, construct Law Enforcement first, second move onto construction of Social Services and then ADRC.

The related costs to this Plan are as follows:

First Phase

Construct New Salt Storage Structures for Highway Dept at Orchard Site:	\$ 450,000
Demolition of existing structures on FS Site	\$ 100,000
Sheriff's Department and Jail 45000 sq. ft.	\$13,500,000
Social Services 12000 sq. ft.	\$ 2,700,000
Construct new ADRC at FS Site 8000 sq.ft. <i>(would expand to 9000 sq.ft.)</i>	<u>\$ 1,950,000</u>
TOTAL FOR PHASE ONE	\$18,700,000

Second Phase

Construct balance of Highway Dept. Structures at Orchard Site	\$5,800,000
Demolition of existing SD/Jail, Highway Dept and 52 Building	<u>\$ 500,000</u>
TOTAL FOR PHASE TWO	\$6,300,000

The structures would fit on either site, Lippert or FS. The FS Site the buildings could be adjacent to the Highway, on the Lippert Property the buildings would have to be stacked the long way. The County would have to purchase a small section of vacant land to access City Limits road that would run behind the structures on the Lippert Property and also for the FS Site a small portion of vacant land to access Enterprise Rd for an entrance access for ADRC.

There were questions as to the property being located in the City limits or is some of the land located in the Township of North Lancaster. If this was the case, annexation of the property into the city would have to take place.

In discussion, the possibility of turning the buildings around so ADRC Building could be assessed off of Enterprise Rd, getting it off the highway contingent on Department of Transportation approval. The Samuel's Group would also work with Department of Transportation to change turn off lanes on Highway 61 as to have two entrances to the site for Law Enforcement and Social Service Building.

The last phase would relocate all of the Highway campus out to the Orchard Manor site. The vacant sites left for the Law Enforcement structures and Highway could then either be used for storage or sold.

Bradley D. Viegut, Managing Director for Baird presented to the Committee financing scenarios relating to the proposed construction for Grant County's Master Plans. Financing for the Bainbridge project was also reviewed by the committee verses a lease scenario to a buyout.

Roger Guthrie, seconded by Robert Scallon made a motion to have The Samuel's Group formulate a plan to construct Law Enforcement, Social Services and ADRC buildings on the FS Site currently owned by the Highway Department to bring before the full County Board on December 15, 2015 for their consideration. This would be contingent on the Department of Transportation approval for road changes for access. Motion carried unanimously.

Discussion of Strategic Plan Items: Robert Keeney updated the committee on the progress being made toward establishing a Youth Government Day Event using social media "Through our Eyes". Robert Keeney, Mike Lieurance and Tom Martin, CESA 3 have met with local school superintendents and teachers for their input and support for this event. The target date to hold this event will be April 2016. Grant County used to hold an event like this but was discontinued in the 80's. More meetings will be held in the future to strategize numbers and what events to plan.

Committee Structure: Robert Keeney started the discussion asking for the committee input. It was stated that in the previous structures that have been considered the Executive Committee seems to hold too much power. Robert has talked to the CNRED Agent, Shannon Brown regarding restructure of the committees; Washington County took 6 months to complete.

The goal would be to have a new structure in place by April 2015 when the Election of the County Board of Supervisors would be done.

Mark Stead suggested leaving Finance, Personnel, County Clerk, Treasurer and Register of Deeds in the Executive but split out Administrative, Information Technology and Legislative in a committee of their own.

Robert Scallon stated the Wisconsin River Rail Transit Committee dissolved their Executive Committee to streamline the process; all issues need to go before the full board for action, therefore they saw no need for an Executive Committee.

Verda Nemo, Child Support stated she would request her Department be under Public Safety instead of Human Services.

Joyce Roling, Personnel would like to request that all employee benefit issues be moved under the Personnel/Finance titles.

Jeff Kindrai, Health stated consideration for citizen member's time to attend the committees should be maintained in any future committee structure.

Adjournment: Roger Guthrie, seconded by Mark Stead made a motion to adjourn the meeting pursuant to the next meeting to the call of the chair. Motion carried.