

ADMINISTRATIVE COMMITTEE

December 17, 2019

The Administrative Committee met on Tuesday, December 17, 2019 at 9:00 a.m. in the Administration Building, 111 S. Jefferson Street, Lancaster, WI in Room 266 on Second Floor pursuant to the last meeting of October 8, 2019.

Members present: Administrative Committee Members present Robert Keeney, Mark Stead, Roger Guthrie, Patrick Schroeder, Robert Scallon, John Beinborn, and John Patcle.

The Administrative Committee Chair Roger Guthrie called the meeting to order at 9:00 a.m.

Roger Guthrie verified with the County Clerk that the meeting was in compliance with the open meeting law, posted in two locations and on the Grant County web site.

Agenda: John Beinborn, seconded by John Patcle made a motion to approve the amended agenda as presented. Motion carried.

Minutes: Patrick Schroeder, made a motion, seconded by John Beinborn to approve the minutes of October 8, 2019 with one correction; spelling was incorrect on WORX HUB. Motion carried.

Correspondence: It was reported that Chair Keeney had given permission to Stacey Weidenbeck to place banners on the Courthouse Lawn for the FFA Toy Show on December 1, 2019. Banner went up Thanksgiving week.

Insurance-Randy Peterson, TRICOR: Randy was not present.

Courthouse Maintenance & Administration Building Maintenance: Robert Keeney reported Christmas lights were going up. There are some issues with the oldest boiler in the Courthouse. This issue will be included in the 2021 Budget for repair. They held interviews for the custodial position on Monday, December 16th. Interviews for the Maintenance Facility Manager will be held on December 19th. The Administration Building has had an issue in pumping too much water into the street causing water to freeze in front of Doolittle's. This issue has now been resolved.

CGI 2019 County Video Program: Robert Keeney reported this is up for renewal for a three year contract. There will be no cost to the County; the company makes their money back in advertising. The last renewal was in 2016, the company would like to update the website for the County.

A motion was made by John Beinborn, seconded by Robert Scallon to renew this contract for a three year term with CGI for the website video of Grant County. Motion carried.

Resolution Census of the Population for Grant County: This resolution will need to be approved by Grant County to continue through the 2020 Census process. Once this has been approve by the County a Complete Count Committee will then need to be appointed.

A motion was made by Patrick Schroeder, seconded by John Patcle to send the Resolution Census of the Population for Grant County on to the full County Board recommending for approval. Motion carried.

RESOLUTION # _____
CENSUS OF THE POPULATION FOR GRANT COUNTY

TO: The Honorable Chairperson and Members of the Grant County Board of Supervisors.

RE: Census of the Population of our nation in Grant County every ten years.

WHEREAS, our United States Constitution requires a Census of the population of our nation every ten years, AND,

WHEREAS, Census information is used to determine how many members our state has in the United States House of Representatives and is also used to determine districts in our state legislature and local governing bodies, AND,

WHEREAS, Having an accurate and complete Census count is important to our community in determining Federal and State Aids and Grants, economic development, housing assistance, transportation improvements and many other uses, AND,

WHEREAS, every resident of our community counts and deserves to be counted,

NOW, THEREFORE, BE IT RESOLVED, that the Grant County Board of Supervisors of Grant County recognizes the importance of the 2020 Census and agrees to form a Complete Count Committee, with appropriate sub-committees as needed, and to promote the Census to assume that all residents of our community are counted.

Submitted and hereby recommended for passage by the Grant County Board of Supervisors this 17th day of December, 2019 by the majority of a quorum of the Administrative Committee.

/s/ Roger Guthrie, Chair

/s/ Mark Stead, Vice Chair

/s/ Patrick Schroeder, Secretary

/s/ Robert Keeney

/s/ John Patcle

/s/ John Beinborn

/s/ Robert Scallon

This Resolution is hereby passed by the Grant County Board of Supervisors on this _____ day of _____, 2019 by the majority of a quorum.

Robert C. Keeney, Chair

Linda K. Gebhard, Grant County Clerk

ATTEST: I Linda K. Gebhard, Grant County Clerk, do certify that Resolution _____ of the Census of the population for Grant County was passed by the Grant County Board of Supervisors at a meeting held on _____, 2019.

Linda K. Gebhard, Grant County Clerk

Resolution Designating Grant County Information Technology Director as Grant County Administrative Coordinator with limited authority: Approval of this action will replace the designated person from the County Clerk who has held the title since February 21, 2012 to the Information Technology Director.

A motion was made by Mark Stead, seconded by John Beinborn to send the Resolution designating the Grant County Technology Director as Grant County Administrative Coordinator with limited authority on to the full County Board recommending for approval. Motion carried.

RESOLUTION NO. _____

A RESOLUTION DESIGNATING GRANT COUNTY INFORMATION TECHNOLOGY DIRECTOR AS GRANT COUNTY ADMINISTRATIVE COORDINATOR WITH LIMITED AUTHORITY

WHEREAS, Wis. Stat. §59.19 provides that “[i]n any county which has not created the office of the county executive or county administrator, the board shall designate . . . an elected or appointed official to serve as administrative coordinator of the county;” and

WHEREAS, Grant County Resolution No. 53-10 provides that the County Board appointed the Grant County Clerk upon the resignation of Grant County Finance Director; and

WHEREAS, the Grant County Clerk has expressed her desire to discontinue that role effective January 1, 2020; and

WHEREAS, it is the intent of this Resolution to provide for the designation of the Grant County Information Technology Director as the Grant County Administrative Coordinator with limited authority.

NOW, THEREFORE, BE IT RESOLVED by the Grant County Board of Supervisors, that:

1. By virtue of this Resolution, the Grant County Clerk is hereby no longer the Grant County Administrative Coordinator effective January 1, 2020.
2. The Grant County Information Technology Director is hereby designated as the Grant County Administrative Coordinator pursuant to, and consistent with, Wis. Stat. §59.19, effective January 1, 2020, with limited authority.
3. The Grant County Information Technology Director’s job description and salary shall remain unchanged and subject to revision only in a manner consistent with statute.

Presented and recommended for passage on this 17th day of December, 2019, by the Administrative Committee of the Grant County Board of Supervisors.

/s/ Roger Guthrie, Chair

/s/ Mark Stead, Vice Chair

/s/ Patrick Schroeder, Secretary

/s/ Robert Keeney

/s/ John Patcle

/s/ Robert Scallon

/s/ John Beinborn

Adopted and approved this ____ day of _____, 2019, by the Grant County Board of Supervisors.

BOARD OF SUPERVISERS BY:

Robert C. Keeney, County Chair

ATTEST: I, Linda K. Gebhard, Grant County Clerk, do certify that the Resolution has been adopted and approved by the Grant County Board of Supervisors at a meeting held on _____, 2019.

Linda K. Gebhard, County Clerk

Update on City sewer connection: Robert Keeney updated the committee. The city started the flow of materials through the system on November 12, 2019 which was forty two days after the completion date. The County is disputing liquidation damages with the city. Currently the county has \$51,000.00 retained for the lift station and \$25,000.00 retained from the forced main system. In reviewing the documents, Chair Keeney authorized Finance to go ahead and pay the city the most recent reimbursement. The project total cost to date is \$1,759,000.00 which is roughly \$400,000.00 under budget. By the time the retained amounts are paid to the city, the project will still be \$300,000.00 under budget.

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