

ADMINISTRATIVE COMMITTEE

February 10, 2020

The Administrative Committee met on Monday, February 10, 2020 at 9:30 a.m. in the Community Services Building, 8820 Hwy 81/61/35 South, Lancaster, WI 53813 pursuant to the last meeting of December 17, 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 9:30 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 Patrick Schroeder made a motion to approve the agenda as presented. Motion carried.

Minutes: Patrick Schroeder, made a motion, seconded by John Patcle to approve the minutes of December 17, 2020 as presented. Motion carried.

Correspondence: None

Insurance-Randy Peterson, TRICOR: Randy Peterson updated the committee on insurance. TRICOR had donated \$3,800.00 to Law Enforcement to continue their Lexipol subscription which creates and maintains the Sheriff's Department Policy Manual.

. He has been looking in to other carrier options for ransom ware, cyber Liability, etc. He will continue to research the options and will contact the committee to present it. All is going well, premiums are pretty close to the same as in 2019, property insurance will raise but that would be because of the new facility. The old Law Enforcement facility, some of the parcels have been taken off the insurance, but the parcel where the dispatch is located must continue on the coverage.

Jack Johnson, Chief Deputy extended a Thank you to TRICOR for the donation to them so Law Enforcement can continue their Lexipol Subscription.

Courthouse Maintenance & Administration Building Maintenance: Robert Keeney introduced the new Facility Manager Garry Pluemer to the committee. Since Garry started on the 13th of January he and the maintenance staff at the Courthouse and Administration Building will now take on adding the salt to the water softener in both facilities. He will be purchasing the salt in bulk; this will save the cost of Culligan Water Company to the county by cutting it in half.

He has not found any big emergency issues that have caused alarm. He believes in preventative maintenance. One of the boilers in the Courthouse will need some attention and some actuators will need to be replaced. This maintenance will have to wait until Spring and warmer weather because the heat will need to be shut down.

He would like to take the mowing back in house for the Courthouse lawn. They have been looking at a used Kubota, he will report back to the committee on this. The landscaping also needs to be replenished at the Courthouse. The ground has settle and there needs to be some rock or wood chips replaced around the perimeter. He would rather replace the perimeter with shrubs; plants take too much maintenance to keep up.

The next items will be taken up with the Law Enforcement Committee meeting:

9.) Joint meeting with Grant County Law Enforcement/Emergency Management Disaster Service Committee. More information will be presented by Law Enforcement/Emergency Management.

10.) Discussion of Grant County Courthouse Security Camera updates: Cameras in the Courthouse were struck by lightning last spring. IT is running a pilot project on the cameras, two in each Courtroom got struck and one at the Administration Building. They have set up an IB camera in the Administration Building that could connect back to the camera at the CSB Building. Using fiber optics they are hoping they will be able to place the cameras anywhere they would like on any of the County Buildings.

11.) Discussion on Grant County Communications System—Tower Infrastructure: More information will be presented by Law Enforcement/Emergency Management. A power point will be presented.

12.) Updates on CSB, Sewer, and Demolition of “52” Building: The 52 Building has been brought down, if weather cooperates they will try to do some landscaping on the site to back fill where the building came out just so the parking lot does not cave in. They will not bring the grinder in until spring the ground is too soft at this time. There was so much brick, clay tile and powder in the remains it will probably not be used for any kind of roadway fill.

The remaining sewer plant will be pumped in the spring; then they can deal with the building, either to be sold or torn down. There is plenty of room to demolish the structure.

There are still some updates and warranty issues that need to take place in the Community Services Building; Brad Bierman has been in on the discussions. The front doors have not been replaces as of yet, they are ordered and have been received, but not installed at this time. The front doors will be sliding doors and the handicap accessible mechanics will have to be changed on the inside doors.

13.) Adjournment: The Administrative Committee was recessed. A motion was made by John Beinborn, seconded by Robert Scallon to recess the meeting until 10:00 a.m. when it will resume with the Law Enforcement/Emergency Management Committee. Motion carried.