

ADMINISTRATIVE COMMITTEE  
June 3, 2021

The Administrative Committee met on Thursday, June 3, 2021, at 11:00 a.m. at the Administration Building, 111 S. Jefferson Street, Lancaster, WI 53813 Room 264, Second Floor. The meeting was also available via Zoom meeting, 1-312-626-6799 Meeting ID 81100113536, pursuant to the last meeting of May 6, 2021.

Members present: John Beinborn, Robert Keeney, Robert Scallon, Patrick Schroeder, Mark Stead and Porter Wagner. John Patcle asked to be excused. Others present at the meeting were Tonya White, County Clerk; Garry Pluemer, Maintenance; Shane Drinkwater, IT; Joyce Roling, Personnel; Lori Reid, ADRC; Randy Peterson, Tricor Insurance; James Schneider, Community Development Educator. Those in attendance via Zoom were Jeff Kindrai, Health Department; Karla Schwantes, County Clerk; Matt Thill, Orchard Manor; Amy Olson, Fair; Fred Naatz, Social Services; Amanda Degenhardt, Finance; Carrie Eastlick, Treasurer and Carol Beals.

The meeting was called to order by Chair Robert Keeney. The County Clerk verified that the meeting was in compliance with the open meeting law, posted in the Administration Building, Courthouse and on the county website.

**Agenda:** Robert Scallon, second by John Beinborn made a motion to approve the amended agenda. Motion carried by voice vote.

**Minutes:** Pat Schroeder, second by Porter Wagner made a motion to approve the minutes. Motion carried by voice vote.

**Correspondence:** There is no correspondence at this time.

**Insurance:** Randy Peterson gave an update on insuring Grant County's fiber optic.

**Facilities and Maintenance Report:** Garry Pluemer reported that the generator at the Administration Building was down due to the main control board. The roof project at the Administration Building has been started. In the Administration Building elevator, the inspector found a small leak on the holding tank that will need to be addressed in the future. The materials for the fire panels have arrived and the project will start next week at the Community Services Building. The materials for the final phase of the third floor are arriving so Garry can proceed with that project. The concrete at the Blue Boy fountain has a leak and will need to be repaired. Garry will have more information on the fountain for the next meeting.

**Request to add Orchard Manor facilities to the Facilities and Maintenance Department effective 01/01/2022:** Joyce Roling presented the wage fiscal impact. The wage impact would reflect the change of the staff from Orchard Manor to the Grant County Facilities and Maintenance Department. Garry Pluemer presented the efficiencies impact. Porter Wagner, second by Robert Keeney made a motion to recommend the consolidation of Orchard Manor's maintenance personnel and budget under Grant County's Facilities and Maintenance Department. Motion carried 4-2, 1 absent.

**Grant County Courthouse and Administration Building Facilities Policy:** The policy will make buildings more consistent with maintenance items. Pat Schroeder, second by Mark Stead made a motion to

approve the Grant County Courthouse and Administration Building Facilities Policy. Motion carried by voice vote.

**Update on ADRC Storage Facility:** Lori Reid gave an update on the storage facility. The bids have been placed in the newspaper and will be opened at the June ADRC Committee meeting.

**Discussion and Possible Action on Strategic Plan:** James Schneider, Community Development Coordinator presented the Strategic Plan to the Committee. Pat Schroeder, second by Mark Stead made a motion to forward the Strategic Plan that was created by the Ad Hoc Committee to the full County Board at the June 15, 2021 meeting. Motion approved by voice vote.

**Discussion and Possible Recommendation on COVID Related Meetings:** The intention of the motion last month was for during the emergency declaration.

**Discussion and Possible Recommendation on amending the Rules of the Grant County Board of Supervisors:** John Beinborn, second by Bob Scallon made a motion to recommend to the full County Board to allow participation at County Board and Committee meetings to be counted as quorum, allow per diem, and voting privileges even if individuals participate with technology after the emergency has been discontinued. Porter Wagner asked for a roll call vote. Roll Call: Bob Keeney, no; John Beinborn, yes; Robert Scallon, yes; Pat Schroeder, no; Porter Wagner, no; Mark Stead, no, and John Patcle is absent. Motion failed 2 yes, 4 no, 1 absent.

**Adjournment to the Call of the Chair:** Pat Schroeder, second by Robert Scallon made a motion to adjourn. Motion carried by voice vote.