

JOINT ADMINISTRATIVE – ADRC COMMITTEE
July 28, 2021

The Joint Administrative - ADRC Committee met on Wednesday, July 28, 2021, at 9:00 a.m. at the Administration Building, 111 S. Jefferson Street, Lancaster, WI 53813 Room 264, Second Floor. The meeting was also available via Zoom, 1-312-626-6799, Meeting ID 87997781631.

Members present: Robert Keeney, John Beinborn, John Patcle, Pat Schroeder, Mark Stead, Porter Wagner and Robert Scallon asked to be excused. ADRC members present: Dale Hood, Lester Jantzen, Rob Bell, Gary Kjos, Arnold Rawson, Pat Reynolds (Zoom) and Carolyn VanDeWiel absent. Others present at the meeting were Shane Drinkwater, IT, Lori Reid, ADRC, Garry Pluemer, Maintenance, Tonya White, County Clerk and Courtney Brookhart, ADRC. Those in attendance via Zoom were Rachel Zimmer, Karla Schwantes and Carrie Eastlick.

The meeting was called to order at 9:00 a.m. by Chairman 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 website.

Agenda: John Patcle, second by Porter Wagner made a motion to approve the agenda for the joint meeting of the two committees. Motion carried by voice vote.

Discussion and Possible Action on ADRC Storage Facility Bid: Chairman Keeney explained that this will be a Grant County storage facility. In the beginning, the hope was to have a building twice the size for maintenance and storage with a cost of around \$400,000. As things progressed, it was realized that there would not be enough funding for a building twice the size. At that point, the plans were cut back hoping there would be enough in the Trust Fund to build a storage facility for the DOT buses and vehicles.

Lori Reid gave an explanation to the committees of how the DOT Trust Fund functions. The DOT Trust is used when ADRC does not spend all the grant funds. The remaining funds are placed in the DOT Trust Fund. Each year varies with the amount of monies that ADRC receives from grant funds. Lori was under the impression that the Trust Fund could only be used to purchase vehicles. After a discussion with a neighboring county, Lori learned the funds could be used to build a storage facility to house ADRC vehicles but could not be used to purchase land. DOT only allows ADRC to have \$80,000 in the trust fund but with COVID they have been allowed to accumulate funds. Lori had heard Garry Pluemer speak at an Administrative meeting about a storage facility and approached him regarding a collaboration of a facility for ADRC and Maintenance.

Last fall, one of the considerations was to put up a hoop building to help with a drive through site for vaccinations and storage. It was decided that it would not be functional for the future needs. It was then brought up to have a bigger building that was expandable. That is where Garry was brought in because of future needs of a maintenance shop and storage near Orchard Manor and CSB. Lori, Garry and Chairman Keeney met with Rachel Zimmer, who designed the building, to look at options. When the price of buildings increased and not knowing what the future holds, it was decided to go with one structure that was expandable in the future.

Garry Pluemer does have funding left from the roof project that he is willing to reallocate to the storage facility if the Administrative Committee approves. Maintenance does need storage and a space to repair trucks and equipment.

There was concern with only having one door on the building and the size of the door. The plans for the building are drafted for expansion. Rachel Zimmer explained the intention for only having one door was to pull in and back out. That was one of the reasons the door was so wide. It gave the drivers plenty of space to maneuver in and out. There is also turnaround area inside the building. The building does meet all the National Building Code requirements. The drive lanes are for a typical parking lot and the parking stalls are the same size for a typical parking lot. Rachel believes that if another door wants to be added it should be added in this project. The cost of adding another door would be around \$15,000.

The options in front of the committees today is, to move forward with the lowest bid, reject all the bids and think about a new design. The original bid asked for a 45 day hold on the price which will expire at the end of this week. The additional door could be a change order if that is what is decided.

Administrative Committee member Pat Schroeder, second by Porter Wagner made a motion to move forward with signing a contract with Epic Construction for \$325,000, for the bid that was bid using \$200,000 from DOT Trust Fund, \$50,000 in possible carryover from the Administration Building roof project and \$75,000 from the general fund.

Roll call vote:

Robert Keeney – Yes

John Beinborn – Yes

John Patcle – Yes

Robert Scallon – Absent

Pat Schroeder – Yes

Mark Stead – Yes

Porter Wagner – Yes

The motion passed with six members in favor and one absent.

The recommendation that will move on through Executive Committee and County Board is to take \$75,000 from the general fund. The contract will be signed before it is invalid.

Adjournment: John Beinborn, second by Porter Wagner made a motion to adjourn the meeting. Motion carried by voice vote.