

Joint Administrative – ADRC Committees Meeting
Minutes
July 28, 2021

The meeting was called to order by Vice-Chair Dale Hood 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, Meeting ID 87997781631.

Attendance: Robert Keeney, Arnold Rawson, Lori Reid, Lester Jantzen, Dale Hood, Rob Bell, Pat Reynolds, Gary Kjos

Absent: Carolyn VanDeWiel

Others Present: Courtney Brookhart, Shane Drinkwater, Garry Pluemer, Tonya White, John Patcle, Mark Stead, Porter Wagner, John Beinborn, Pat Schroeder, Rachel Zimmer

Compliance with Open Meeting Law:

County Clerk noted the meeting is in compliance with the open meeting act. (Published via website and posted at the Grant County Administration Building and Grant County Courthouse).

Agenda Approval:

Patcle/Wagner: Motion to approve the agenda for the joint meeting of the two committees. Motion carried.

Discussion and Possible Action on ADRC Storage Facility Bid

Keeney explained that this facility will be a Grant County storage facility. When the project was initially being discussed, there was hope to have a larger building to include space for maintenance and storage. However, it was realized that there was not enough funding to build a facility that large, bringing the building back to the size that would be appropriate for the ADRC vehicles using the DOT trust fund.

Reid explained how the DOT trust fund works and that it does include a twenty percent match from the County. Remaining funds from each year are placed into the trust fund to be used later for larger expenses, such as vehicles. The DOT usually only allows \$80,000 in the trust fund but has allowed some exceptions for accumulation due to COVID but would still like to see the funds be spent down.

Last fall there was discussion on putting up a hoop building for drive through vaccination sites and storage but it was later decided it would not be functional for future needs. This led to discussion to a larger building that was expandable for a maintenance shop and storage near Orchard Manor and CSB. Keeney, Reid, and Pluemer met with Rachel Zimmer, who designed the building, to look at options, ultimately deciding to go with one structure that could be expanded upon in the future.

Pluemer stated that there is funding left over from the roof project that he is willing to reallocate \$50,000 to the storage facility if the Administrative Committee approves.

There was concern with only having one door and the size of the door. Zimmer explained that the intention for only having one door was to pull in and back out. The width of the door was to give drivers plenty of space to maneuver in and out. The building does meet all the National Building Code requirements. The drive lanes and parking stalls are the size of typical drive lanes and parking lots. Zimmer believes that if another door wants to be added it should be added in this project, adding approximately \$15,000.

The options in front of the committees today include moving forward with the lowest bid, rejecting all the bids and working on a new design. The original bid asked for a 45 day hold on the price which will expire at the end of the week. The doors could be a change order if that is wanted.

Reynolds/Kjos: Motion to move forward with signing a contract with Epic Construction for \$325,000 for the bid using \$200,000 from DOT Trust Fund, \$50,000 in carryover from the Facilities Manager's roof project, and \$75,000 from the general fund. Roll Call: Yes – Bell, Jantzen, Kjos, Rawson, Reynolds. No – Hood. Absent – VanDeWiel. Motion carried.

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

Kjos/Reynolds: Motion to adjourn. Motion carried.