

ADMINISTRATIVE COMMITTEE

March 11, 2022

The Administrative Committee met on Thursday, March 10, 2022, at 1:00 p.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 81242482182, pursuant to the last meeting of January 6, 2022.

Members present: Robert Keeney, John Beinborn, John Patcle, Robert Scallon, Mark Stead and Porter Wagner. Pat Schroeder asked to be excused. Others present at the meeting were Joyce Roling, Garry Pluemer, Amanda Degenhardt, Ron Brisbois, Shane Drinkwater and Tonya White. Those in attendance via Zoom were Greg Fry, Jeff Kindrai, Carol Schwartz, Lori Reid, Jessica Munson, Carol Beals and Carrie Eastlick.

The meeting was called to order at 1:00 p.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 county website.

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

Minutes: Robert Scallon, second by John Patcle made a motion to approve the minutes from the January 6, 2022 meeting. Motion carried by voice vote.

Correspondence: Chairman Keeney advised that Dave Peterson would like to solicit funding to light the Blue Boy monument and the Civil War memorial. Garry Pluemer advised that the lighting would be a dust to dawn system.

The opioid settlement could be available in May of 2022. Future consideration should include forming a task force.

Insurance: Randy Peterson was unable to attend the meeting.

Facilities and Maintenance Report: Garry Pluemer advised that it has been a busy few months with Orchard Manor maintenance department moving under Facilities and Maintenance. Orchard Manor update - Pluemer has spent a fair amount of time reviewing paperwork and going through the building. The State did a walk through and provided a few minor items that needed to be addressed. There have been a few costly repairs. In the heating system, there was a pump out and the motor was in poor condition. The pump system has been replaced and the cost to replace the system was \$8500. There was also a coil in the kitchen that developed a leak. The cost to repair the coil will be around \$2200. There is also no filter on the hydraulic system. Pluemer is looking into a filter system but he does not have any pricing at this time.

Community Services Building update – Pluemer spoke with Giese regarding the mini split quote. Giese did honor the quote and has ordered the equipment. Pluemer has received a request to change two light switches from automatic to manual. Pluemer was informed that only a licensed electrician that is certified by the company can do any light changes. There are a few companies in Wisconsin and Iowa that are certified to work on the system.

Grant County storage shed – Pluemer spoke with Brad and they are hoping to start construction in early April depending on the frost and how firm the ground is. The shed should be here in early May as long as there are no delays with delivery.

The 3rd floor update – The next project will be the MDF room. IT will be moving the system from the first floor to the third floor.

Open Maintenance Worker position – Pluemer has advertised the open maintenance worker position and is hoping to fill the position in April.

Courthouse Flag – During the strong winds a few months ago the flag and rope broke. Pluemer has tried several times to get a cable through the pulley and it has not worked. Pluemer talked with the company in Minnesota who installed the flag pole. In order to install a new flag and rope someone will need to get to the top of the gold ball of the pole to get a rope through the pulley.

Update on Fiber/Communication Project: Shane Drinkwater gave an update on the fiber project. Properties are still being sought for tower locations. There is a weekly meeting with RACOM to discuss progression of the project. There has been discussion on increasing tower heights to increase marketability. RACOM insists that there is a ten-foot separation between RACOM antennas and ISP antennas. ISP's need line of sight so the antennas for them should be at the top of the tower. There is also a price increase of steel for the cost of each tower. The fiber optic side of the project has a lot of activity taking place on the Lancaster redundant loop. A few weeks ago, fiber was blown and lite in the conduit. That was done so there is a redundant path for the buildings to take, because the fiber optic provider is cutting the fiber optic that the County was running on from the tower site to the UW. The reason for cutting that fiber is to pull the old cable out and replace it with 144 count microfibers. That fiber will run to the intersection of Roosevelt and County A. At that intersection, 24 fibers will go back to the UW and 96 fibers will head to the east and eventually end up in Platteville. To cut out that 24 count section the redundant loop had to be running so that the buildings would still have the normal services. The fire panels also use the fiber optics to connect the buildings. Once the cable is spliced the redundant routes will come back up and all the buildings will be redundant.

Discussion and possible action on participation in meetings using electronic means: Once the emergency is dissolved a decision on what is considered participation should take place. It does not seem that State Statute will change the definition of quorum. The meaning is that members need to be physically present.

Discussion and possible action on County Board Rules, Committees, and Policy: It was suggested to add the technology use of the tablets, doing more roll call votes but leave some of the old language in the rules in case of issues with the use of technology. Jeff Kindrai explained that The Board of Health's medical advisor only attends the meeting via Zoom. The June meeting is where the medical advisor is needed to participate and if he can only attend via Zoom that would be an issue if he's not allowed to vote because he does need to help take action on items. Lori Reid explained that ADRC is required to have public citizen members on the committee that are over the age of 60 and have a disability. Zoom would allow those citizen members to participate in the ADRC meeting during a winter day when they do not feel comfortable driving. It was recommended to present to the County Board the following changes, under electronic to remove employment purposes but still have three possible reasons for not being at the meeting and using zoom, add physically to the quorum, add under the speaking preferred

method will be electronic means, add monthly to per diems, remove on the Administrative Committee the automatic placement of First Vice-Chair, Second Vice-Chair, add Orchard Manor to the facilities that the Administrative Committee oversees, remove the sentence of the inventory but will add it to the job duties of the County Clerk to annually report, remove a sentence about equipment and change the tour of the jail to yearly. Porter Wagner, second by Robert Scallon made a motion to recommend the changes to the full County Board. Motion carried by voice vote.

Discussion on possible building purchase: UCS would like to purchase the building that their offices are currently in from the Bainbridge Estate. Jeff Lockhart will be touring the vacant space at Orchard Manor to see if that could be used. The rent has increased \$15,000 per year from 2021 to 2022. At the current asking price, it does not make sense for Grant County to purchase the building. There will be needed work related to IT to bring the building into standards that the County has in structure. There will also be a lot of electrical work needed in order to bring the building up to code.

Discussion on future staff structure and location of GCEDC: Ron Brisbois, GCED gave an update of the future of the Corporation. Currently, GCED budgets for a full time Director and Assistant with no benefits. SWTC will be submitting a proposal that the director and assistant be employees of SWTC. SWTC would cover employment operations and the GCED board would set the goals, outcomes and directions of the organization. Ron is trying to figure out how benefits can be offered to the two positions. Darlene will be retiring at the end of April. The challenge is when the half time position with no benefits is posted if there will be any applicants. If there is not a change soon, GCED will not be able to sustain after two to four years without raising dues. The fiscal impact for one GCED employee to be an entity of Grant County would be \$97,589. Porter Wagner, second by Mark Stead made a motion to move forward to the Executive Committee to consider possible employment of the staff of Economic Development. Motion carried by voice vote.

Adjournment to the Call of the Chair: Mark Stead, second by John Beinborn made a motion to adjourn the call of the chair. Motion carried by voice vote.