

ADMINISTRATIVE COMMITTEE  
December 1, 2022

The Administrative Committee met on Thursday, December 1, 2022 at 11:00 a.m. at the Administration Building, 111 S. Jefferson Street, Lancaster, WI 53813 in Room 264, Second Floor.

Members present: Adam Day, Joseph Mumm, Patrick Schroeder and Robert Keeney. Others present in the meeting were Tonya White, Shane Drinkwater, Garry Pluemer, Porter Wagner, Jon Knautz, Randy Peterson, Sandy Wilkinson and Daryl Wilkinson. Members present via Zoom were Kathy Kopp (arrived at 11:21 a.m.) Others present via Zoom Jeff Kindrai, Nate Dreckman and Joyce Roling. Elias Cox and Robert Scallon asked to be excused.

The meeting was called to order at 11:00 a.m. by Chairman Patrick Schroeder. County Clerk, Tonya White verified that the meeting was in compliance with the open meeting law, posted in the Administration Building, Courthouse and on the county website.

**Agenda:** Joseph Mumm, second by Adam Day made a motion to approve the agenda. Motion carried by voice vote.

**Minutes:** Adam Day, second by Joseph Mumm made a motion to approve the minutes from the October 11, 2022 meeting. Motion carried by voice vote.

**Correspondence:** There were no correspondence.

**Insurance:** Randy Peterson advised that everything was going well with insurance.

**Facilities and Maintenance Report:** Garry Pluemer thanked Jon Knautz and the Highway Department for assisting with moving the water line at the Platteville tower site.

Pluemer also noted that the farm generator sold on Wisconsin Surplus for \$8401. The new building is complete. They will finish landscaping and the floor sealer in the spring.

At Orchard Manor there are issues with the piping and valves plugging on the heating side. The system will need to be flushed next year. When the system is flushed there is a chance that the actuating valves will plug and the valves will need to be replaced. Pluemer was advised by the committee members to get prices on replacing all the valves and updating the system.

**Discussion and possible action on new Maintenance Building:** Pluemer advised that if the committee choses to remodel the building, the ceiling will need to be dropped to help with heating. Robert Keeney, second by Adam Day made a motion to allow Garry Pluemer to enter into a contract with Rachel Zimmer not to exceed \$5,000 for preliminary investigation on a new maintenance structure. Motion carried by voice vote.

**Discussion and possible action on Orchard Manor drainage and black top:** Pluemer explained that there has been water in the basement. Buesing and Associates from Dubuque will do a survey for \$9990 and then do the conceptual design for \$4500. Robert Keeney, second by Adam Day made a motion to table the drainage and black top lot for a future meeting. Motion carried by voice vote.

**Discussion and possible action on the arrangement of the County Board Room:** Chairman Schroeder asked Pluemer if there would be a cost to make the arrangement of the room different. Pluemer advised that there would be a cost difference if the desks were moved. There was discussion on adding a podium for presenters. Adam Day, second by Joseph Mumm made a motion to recommend to the County Board to leave the current layout and look into a portable podium with a microphone for presenters. Motion carried by voice vote.

Kathy Kopp arrived virtually at 11:21 a.m. to the meeting.

**Discussion and possible action on Banfield Boat Landing:** Robert Keeney advised that Porter Wagner, Sandy Wilkinson and Darryl Wilkinson were in attendance to discuss the agenda item. Sandy Wilkinson advised that they thought they bought a parcel of land several years ago. When they went to get a permit to build a shed they found out that the Township owned the land. The Township is willing to abandon the land. The DNR is requesting that Grant County confirm that the County will not close the boat landing. Adam Day, second by Joseph Mumm made a motion to send a letter of recommendation or MOU that we are not going to close the Banfield Boat Landing with approval from Corporation Counsel. Motion carried by voice vote.

**Discussion on relocation of Grant County Highway Department to County farm:** The existing Highway Shop roof is deteriorating leaving water damage in the building. The Administrative Committee would support the Highway Committee starting the process of looking at a new campus for the Highway Department.

**Adjournment:** Adam Day, second by Kathy Kopp made the motion to adjourn. Motion carried by voice vote.