

ADMINISTRATIVE COMMITTEE

September 7, 2023

The Administrative Committee met on Thursday, September 7, 2023 at 10:30 a.m. at the Administration Building, 111 S. Jefferson Street, Lancaster, WI 53813 in Room 264, Second Floor.

Members present: Robert Keeney, Kathy Kopp, Joseph Mumm, Robert Scallon and Patrick Schroeder. Adam Day asked to be excused. Others present in the room were Tonya White, Shane Drinkwater, Nate Dreckman, Randy Peterson, Jeff Kindrai and Joyce Roling.

The meeting was called to order at 10:30 a.m. by Chairman Patrick Schroeder. County Clerk, Tonya White verified 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 Kathy Kopp made a motion to approve the agenda. Motion carried by voice vote.

Minutes: Kathy Kopp, second by Robert Scallon made a motion to approve the minutes from the May 25, 2023 meeting. Motion carried by voice vote.

Correspondence: There were no correspondence.

Insurance: Randy Peterson gave an update on workers' compensation and property insurance.

Facilities and Maintenance 2024 Budget: Garry Pluemer, Facilities and Maintenance Manager presented the 2024 budget. Robert Keeney, second by Joseph Mumm made a motion to send the 2024 Facilities and Maintenance budget forward. Motion carried by voice vote.

Facilities and Maintenance Report: Garry Pluemer, Facilities and Maintenance Manager explained issues that are occurring at Orchard Manor with the boiler. There are also issues with door security. Orchard Manor received a donation to update the courtyard. Pavers were replaced and some landscaping bushes were removed.

Pluemer also explained that lightning struck several county buildings and he is working to make the repairs. Insurance will cover all but the deductible of \$2,500.

Discussion and Possible Action on CSB generator: Pluemer explained that the generator rent is around \$11,500 per month. They are also charging for the wires going into the building. The insurance company has been made aware of the issues. The generator is set to ship shortly. To replace the generator, the cost would be \$55,000.

County Board Vacancy/Committee Assignments: Robert Keeney explained that there is someone interested in the District 9 vacancy, but the interested party is worried about all the committee assignments. There may be a need to change some committee assignments.

ADA and Grievance Procedure: Joyce Roling presented the procedure. Kathy Kopp, second by Joseph Mumm made a motion to approve the ADA and Grievance Procedure. Motion carried by voice vote.

Adjournment: Robert Scallon, second by Robert Keeney made a motion to adjourn. Motion carried by voice vote.