

**MEETING MINUTES
EC SUBCOMMITTEE ON THE
WISCONSIN RAPIDS ANNEX, RIVER BLOCK BUILDING, AND
RELOCATION/REMODELING OF COURTHOUSE DEPARTMENTS**

Date: Friday, May 5th, 2017

Place: Room 114, Wood County Courthouse, Wisconsin Rapids, WI

Subcommittee members present: Al Breu, Bill Clendenning, Donna Rozar, Ed Wagner, Doug Machon

Others present for all or part of the meeting: Reuben Van Tassel, Brandon Vruwink, Dennis Polach, Dawn Schmutzer, Corey Anfinson (Incourage), Ken Curry, Peter Kastenholz

1. Chair Clendenning called the meeting to order at 11:00 a.m.
2. Brandon Vruwink reported that during a recruitment visit by a candidate for the psychiatrist position, the candidate expressed compliments on the River Block building calling it “a beautiful building”.
3. The Chair declared the minutes of the April 26th meeting approved as distributed without comments, edits, or additions.
4. a. Peter Kastenholz reported there are no substantial changes in the lease being discussed. There will be an Executive Committee meeting prior to the County Board meeting to approve the recommendation of this Subcommittee for forwarding on to the full County Board. Questions regarding the lease were answered. **Motion (Wagner/Rozar) to recommend approval of the reciprocal easement agreement with the Elks Club and to recommend approval to the Executive Committee. All ayes. Motion carried.**

b. A draft agreement from Muppet Properties, LLC was presented for approval. These 26 parking spaces by the old Tribune Building are under consideration. Brandon Vruwink stated that his Department sees a need to have these additional spaces. The consensus of the Subcommittee was that employee satisfaction was critical in considering this lease. The lease is for one year (June 1, 2017-June 1, 2018) and the need to renew will be evaluated at that time. No resurfacing is anticipated within the next year. **Motion (Rozar/Breu) to instruct Corporation Counsel to draft a resolution to enter into a lease with Muppet Properties, LLC for the 26 spaces described above and have that resolution considered by a special Executive Committee meeting prior to County Board, May 16th. All ayes. Motion passed.**
5. River Block project update—Reuben reported that Miron was cleaning up loose ends with the project and final project numbers will be available in several weeks. There are several small thing that could be done that surfaced as the project moved along. Just “odds and ends” that need to be prioritized and taken care of if any contingency money is available. Additional work that could be considered are occupancy/security measures. Reuben will work with Department Heads to resolve legitimate concerns.

The possibility of purchasing a small life was again discussed. A used one can be purchased for \$5-6,000 for use on the third floor. Motion (Rozar/Breu) to give permission for the purchase of a used, small lift at a cost not to exceed \$7,000. All ayes (of those Subcommittee members in the room. Machon out of the room at the time of the vote). Motion passed.

Discussion took place regarding a permanent locations for an office for the County Board Chair, Wellness Coordinator, and Coroner. These will all be determined as the River Block project comes to a close and the Courthouse project progresses. There was also a discussion of the use of the undesignated space on the second floor of the River Block building in regards to an auditorium. That discussion will continue. Reuben was instructed to look at furnishings with cost necessary to use that space as an auditorium.

We have been notified that the Mead-Witter Foundation plans to install a permanent wall around their square footage in the River Block building at their expense.

A discussion then took place about the most efficient use of Room 114 in the Courthouse. This is not an issue that will be resolved at this meeting but needs further discussion with input from those who use the Room.

6. **Next meeting:** will be called at the discretion of the Chair.
7. The Chair declared the meeting adjourned at 12:19 p.m.

Minutes taken and respectfully submitted by,

Donna Rozar, secretary

Minutes in draft form until approved at the next scheduled meeting of the EC Subcommittee.