

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

**Date:** Friday, April 26<sup>th</sup>, 2017

**Time:** 11:00 a.m.

**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, Sue Kunferman, Kathy Alft, Brandon Vruwink, Dennis Polach, Shane Wucherpennig, Chad Schooley, Dawn Schmutzer, Kristi Duerr, Peter Kastenholtz, Cynthia Henke (Mead Witter Foundation)

1. Chair Clendenning called the meeting to order.
2. No members of the public were in attendance to provide public comments.
3. The Chair declared the minutes of the April 18<sup>th</sup> meeting approved as distributed without comments, edits, or additions.
4. **Update on status of River Block parking**—The Chair reported on **lot owned by the Meads** adjacent to the Tribune Building as a parking option. Susan Feith stated to the Chair that the lot would be offered to the County for \$2000/year on a year-by-year lease. We would need to plow the lot and maintain the sidewalks and it would need to be closed on the weekends. Reuben stated it costs about \$50/spot to maintain with plowing, striping, and sealing. The Chair clarified with Ms. Feith that signage would be sufficient to close the lot on the weekend instead of installing a post and chain. Ms. Feith is having her attorney draw up a contract if the decision is made to rent this lot. **Motion (Wagner/Rozar) to have the contract from Ms. Feith's attorney reviewed by Wood County Corporation Counsel. That review would be presented to the Executive Committee with an eventual resolution to the County Board for approval. All ayes. Motion passed.**

It was noted that there is parking near the River Block building without signage. The question was asked about availability of those spaces. The Chair will check on ownership to have that question answered.

Discussion took place on **the lots/parking spaces leased with the River Block building**. It was reported that the 2<sup>nd</sup> Street lot needs to be sealed and stripped at a cost of approximately \$5000. Signage has been placed that states the parking lot is only for Wood County Employee use but more signs need to be put up. Reminders will go on car windows over the weeks reminding folks from the Mill and surrounding businesses they are not to park in that lot. The County is prepared to tow cars that do not comply with the request. The Maintenance Department will monitor. It was noted that the angled parking along the building is for client use and 16 spaces in the lot are signed for client use. It was suggested that a map with available parking be given to clients as they transition from

their current building of service to the River Block to inform them of where to park. The Human Services Department will work on something internally for their clients.

**Elk's lot and McKinley access**—Corporation Counsel expressed his concerns about some of the language regarding the proposed reciprocal easement with the Elks. The reciprocal easement agreement and a memo identifying Peter K's concerns were distributed. After a lengthy discussion about that language, motion (Breu/Machon) to ask Corporation Counsel to prepare a document stating that 1) Exclusivity of parking in the Elks lot for county employees is required, 2) The Elks may designate 2 parking spots for their use at all times, and 3) The Elks may designate the parking lot 2 times per month for their use for special events during the day. All ayes. Motion passed.

Kristie Duerr from the Human Services (HS) Department expressed concern about the safety of children being transported by HS employees for family visitation. The liability of having children cross the street was of concern. After a short discussion, it was decided to designate 2 parking spaces in the angled parking next to the building on 2<sup>nd</sup> Street for Human Services family visitation. Reuben will order the signs to be put up.

There was some discussion about how many spaces close to the building might be needed for employees with multiple appointments during the day who needed to be in and out of the building. This situation will be monitored by department heads and perhaps different colored parking permits could be issued for closer parking spaces for those employees.

5. **Next meeting:** will be called at the discretion of the Chair.
6. The Chair declared the meeting adjourned at 12:17 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.