

**AD HOC PROPERTY COMMITTEE
MINUTES**

DATE: Tuesday, February 20, 2018

TIME: 11:30 a.m.

PLACE: Room 114, Wood County Courthouse

PRESENT: Al Breu, Ken Curry, Brad Kremer, Michael Feirer, Joe Zurfluh

OTHERS PRESENT: Reuben Van Tassel, Jason Grueneberg, Marla Cummings, Heather Gehrt, Kim McGrath, Peter Kastenholz, Jodi Friday, Matt Lippert, Amy Kaup, Steve Kreuser, Brandon Vruwink, Cindy Robinson, Lance Pliml, Bill Clendenning, Adam Fischer, Dave LaFontaine, Donna Rozar

The meeting was called to order by Chairman Breu.

Public Comments – No public comments.

Review/Approve Minutes

Motion (Curry/Feirer) to approve the minutes from the February 6, 2018 Ad Hoc Property Committee meeting. Motion carried.

Review Bids for Edgewater Improvements

Van Tassel stated that bids for the Edgewater improvements were opened on 2/19, but after discussion regarding the desired work to be done and what monies are available they are asking bidders to break down their base bids and are giving them one week to do so. There was some confusion as to which parts of the project were top priorities and what could be alternates. It is preferred to keep the bids confidential until the clarifications are received.

Update on Properties for Sale

Van Tassel informed the Committee that there will be an open house at the Airport Avenue property on 2/21 from 12 - 4. Bidding closes on 2/23.

Grueneberg updated the Committee on the 2611 12th Street South property. Emergency Management finished up on paint touch ups, cleaning, etc. in preparation to list the building at 2611 12th Street South for sale. Appraisal Consultants appraised the property at \$715,000. Consensus of the Committee was to move forward with listing the property for sale by putting a large sign up at the property and putting it on the County website with a starting price of \$715,000.

Grueneberg stated that the wetland delineation of the 17th Avenue property is complete and that a housing developer continues expressing interest in purchasing 7.7 acres for \$15,500 per acre. Grueneberg expects to receive a proposal from the developer shortly which would also include a right of first refusal on some or all of the remaining property.

Discuss Design Build Construction Method Resolution

Van Tassel handed out a summary and example resolution. Rock County is leading the charge asking legislators to introduce and support legislation authorizing counties to utilize the Design Build option for public work construction projects and update statutory dollar limits on bidding out projects. Discussion ensued and it was the consensus of the Committee to forward the proposed resolution on to the Executive Committee for further consideration.

Courthouse and River Block Space Needs

Van Tassel handed out a list of Courthouse security upgrades compiled by the Security Committee which breaks down the process into 3 steps and estimated costs of each step. Most of the upgrades stem from the US Marshall's recommendations. Step 1 of securing the Branch 1 entrance is currently in the works. Not included in the list is staffing the proposed security station on the 1st floor which could be potentially done by hiring retired police officers.

Van Tassel handed out layouts of the three floors of the Courthouse with available space indicated on each. Discussion was held about the possibility of moving the UW Extension office to River Block to open up more space in the Courthouse. Lippert and Friday from UW Extension voiced their concerns with such a plan as the office relies heavily on their kitchen access so a complete kitchen would need to be constructed at River Block if they were moved there. Also there is a fair amount of foot traffic in and out of the office both by employees and community members. Consensus of the Committee is that it would make no sense to move UW Extension from their current location. Lippert did ask that some maintenance be done in their offices as their electrical is very outdated and there are not enough outlets in the offices.

Kreuser stated he would be willing to move the Emergency Management offices back down to their location on the 1st floor of the Courthouse if the issues with air quality and water leakage were properly addressed and windows that were closed up years ago were re-opened. He would also request that he obtain the current Credit Union location as well which would require finding a new location for that office. On a temporary basis, the Credit Union could possibly go in the recently vacated Veterans temporary file storage room or at the other end of the 1st floor in what used to be the IT Help Desk area. Kremer questioned why the Committee isn't just moving forward with relocating HR to River Block and putting EM in that space. He brought up the shared employee between EM, IT and Dispatch; Cummings stated that a shared employee is not a valid argument for putting EM on the second floor as Finance and Maintenance currently share an employee and Finance is moving to River Block and also Child Support and Human Services share an employee and are housed in separate buildings. Regardless of what ends up in the 1st floor EM offices, issues in that area need to be addressed and fixed.

Motion (Curry/Zurfluh) to proceed with demolition in the EM office area and report back to the Committee at the next meeting what issues are found and costs to resolve them. The Credit Union will be relocated to a temporary location that will meet their needs on the 1st floor. Motion carried.

Cummings questioned why moving of the Finance offices to River Block cannot move forward right away despite the uncertainty if HR needs to move depending on the outcome of the EM demo and fact gathering. Consensus of the Committee is to recommend to the Executive Committee to continue the plan to relocate the Finance offices to the 3rd floor of River Block as soon as possible and put the remainder of the buildout on hold.

The next meeting of the Ad Hoc Property Committee will be held on Tuesday, March 20th immediately following County Board.

Chairman Breu declared the meeting adjourned at 1:15 p.m.

Minutes in draft form until approved at the next meeting of the Ad Hoc Property Committee. Minutes reviewed by Chairman Breu, taken by Brenda Nelson.