

AD HOC PROPERTY COMMITTEE

MINUTES

DATE: Tuesday, January 16, 2018

TIME: 10:45 AM

PLACE Room 114, Wood County Courthouse

PRESENT: Al Breu, Ken Curry, Brad Kremer

OTHERS PRESENT: Dave LaFontaine, Kim McGrath, Heather Gehrt, Marla Cummings, Steve Kreuser, Sarah Christensen, Jason Grueneberg, Lance Pliml, Bill Clendenning, Reuben Van Tassel

The meeting was called to order by Chairman Breu.

Public Comments: There were no public comments.

Review/Approve Minutes:

Motion (Curry/Kremer) to approve the minutes from the November 14, 2017 meeting.

Motion carried.

17th Ave Wetland Delineation update:

Grueneberg updated the Committee on the status of this project. The contractor was able to complete the survey and the maps are completed. Waiting on the DNR to sign off on the new maps. There is a lot less wetland on the new maps as compared to the old ones. Jason believes that this makes marketing and selling the property a little easier. Jason has not proceeded with the appraisal as he was told by an appraiser that it most likely will not be accurate. There are no comparable properties that have sold recently. Lance weighed in with his thoughts on the appraisal. Discussed checking to see if there is any value in the timber on the land. Talked about ideas that the developer has. Discussed what to do with the remaining acreage if the currently interested developer only purchases the small acreage that they are looking at. Jason will ask the developer if they want the trees left on the property or if they would like them cut before purchase. Jason will ask Fritz in the Parks Department to evaluate the timber on the land and he will keep moving forward with the developer.

12th Street property: Things are moving ahead with a commercial appraisal on the property. The Committee would like the building cleaned out as soon as possible. They would like it done within 30 days so that when the appraisal comes back the building is all ready to go.

Courthouse/Riverblock Needs:

Reuben is working on the security concerns. He stated that other concerns are that Finance needs a new location as they now have 3 employees and that Emergency Management needs a

permanent home. Discussion was held on the possibility of moving HR and Finance to the River Block building, or the third floor of the Courthouse, and EM to the second floor. Reuben stated that one of the Judges does not want any non-court related departments on third floor. They will eventually need to build a fourth courtroom, and then would have to move the other departments again. Lance stated that it makes the most sense to have EM on the second floor as they work closely with Dispatch and Systems. Jason discussed the previous plans were to move EM to the current HR location on the second floor. HR is amenable to moving, but they do work closely with IT. Heather Gehrt stated that her department works closely with Finance as well. Jason discussed adding extra walk in clients to the third floor presents a security concern.

Reuben discussed the options that he presented. He presented an example of the third floor at River Block. Marla and Heather stated that there would be logistical problems with having to move checks to be stuffed and mailed back and forth, but that they will do as directed and would be able to work it out. Reuben presented preliminary cost estimates.

The consensus was that it is important for HR and Finance to be together. The only real option is to move them to the third floor of the River Block building. The Committee will forward to the Executive Committee the recommendation to complete a buildout on the third floor of River Block and to move HR and Finance over there.

Discussed security of the front door and the needs there. Kremer stated that security is his number 1 priority. Reuben stated there is a designated location for a security office by the front door. The Committee feels that this is a very important subject.

The old EM office needs major work to be habitable. There is a strong odor of fuel oil when the office has been closed up for a while. It was always noticeable to some, but when it is closed up like it is now it is quite strong.

Motion by Kremer/Curry to recommend moving Human Resources and Finance to the third floor of the River Block building, and move Emergency Management to the current Human Resources Office. Motion carried.

Reuben will attach layouts to the minutes so the Executive Committee can see what was referenced. The Finance Department and Treasurer are aware that they will need to work towards solutions regarding the checks to be stuffed and mailed.

Next meeting will be on February 20, 2018 at 10:30 am, following County Board.

Chairman Breu adjourned the meeting at 12:15 pm.

Minutes in draft form until approved at the next meeting of the Ad Hoc Property Committee. Minutes taken by Sarah Christensen.