# ADMINISTRATIVE SERVICES COMMITTEE

Public Agency Center May 17, 2005
West Bend, WI 1:00 p.m.

Present: Paul J. Beistle, Brian W. Bausch, Donald N. Kempf, Delores E. Kruepke and David N. Radermacher.

Also Present: Administrative Coordinator Doug Johnson, County Board Chair Kenneth Miller, and Buyer Roy Hartman.

Chairperson Beistle called the meeting to order and read the Affidavit of Posting.

**MINUTES**
Moved by Ms. Kruepke, seconded by Mr. Kempf to approve the minutes of April 26, 2005, as presented. Motion carried.

**CLOSED SESSION**
Moved by Mr. Bausch, seconded by Ms. Kruepke to move into closed session pursuant to Wis. Stats. s.19.85(1)(e) "considering the status of competitive proposals to provide preventive maintenance services for county facilities". Motion carried unanimously by roll call vote.

**RETURN TO OPEN SESSION**
Moved by Mr. Bausch, seconded by Ms. Kruepke to return to open session at 4:01 p.m. Motion carried unanimously by roll call vote.

**PREVENTIVE MAINTENANCE PROPOSALS**
Moved by Mr. Kempf, seconded by Mr. Bausch to delay a decision on the preventive maintenance contract until the June 7, 2005, meeting, while references are checked. Motion carried.

**EAST PARKING LOT PLANS**
Mr. Johnson displayed a site plan showing the location of a blue metal storage shed used by the Highway Department, which is near the entrance to be used by the public into the new Courthouse parking lot. Staff recommended that this be removed to increase the capacity of this parking lot, improve the traffic flow, and improve the appearance of this public entrance.

Moved by Mr. Beistle, seconded by Ms. Kruepke that the Highway Department be informed that the blue shed will need to be removed prior to the construction of the new East Parking Lot. Motion carried.

**NEXT MEETING DATE**
The Administrative Services Committee will meet Tuesday, June 7, 2005, at 1:00 p.m. in Room 1041 of the Courthouse.

**ADJOURNMENT**
Moved by Mr. Beistle, seconded by Mr. Bausch to adjourn at 4:06 p.m. Motion carried.

Brenda J Jaszewski, County Clerk