

1 **ADMINISTRATIVE SERVICES COMMITTEE**

2
3 Courthouse - Room 2024
4 West Bend, WI

April 3, 2009
8:30 a.m.

5
6 Present: Roy Justman, James Core, Melvin Ewert, Raymond Heidtke, and Peter Sorce.

7
8 Also Present: Administrative Coordinator Doug Johnson, Chairperson Herbert Tennes, Facilities Manager Dave
9 Loomans, Purchasing Agent Bill Kure, County Clerk Brenda Jaszewski, and Administrative Assistant Linda
10 Doro.

11
12 Chairperson Justman called the meeting to order and read the Affidavit of Posting.

13
14 **MINUTES**

15 Moved by Mr. Sorce, seconded by Mr. Ewert to approve the February 26, 2009, minutes as presented. Motion
16 carried.

17
18 **CLOSED SESSION**

19 Moved by Mr. Core, seconded by Mr. Heidtke to convene into closed session at 8:31 a.m. pursuant to Wis. Stats.
20 Section 19.85(1) (e) "to interview architect firms for the Master Plan and Space Planning Study." Motion carried
21 unanimously by roll call vote.

22
23 **OPEN SESSION**

24 Moved by Mr. Sorce, seconded by Mr. Heidtke to return to open session at 12:50 p.m. Motion carried
25 unanimously by roll call vote.

26
27 **ACTION ON FINALIZING THE SELECTION OF AN ARCHITECT FIRM FOR THE MASTER PLAN**
28 **AND STUDY**

29 Moved by Mr. Heidtke, seconded by Mr. Sorce to take no action on the selection of an architect firm for the plan
30 and study in order to finalize the evaluations of the three firms. Motion carried.

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32 **NEXT MEETING DATE**

33 The Administrative Services Committee will meet on Tuesday, April 14, 2009, at 9:00 a.m.

34
35 **ADJOURNMENT**

36 Moved by Mr. Heidtke, seconded by Mr. Ewert to adjourn the meeting at 12:51 p.m. Motion carried.
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Brenda J. Jaszewski, County Clerk