

1 **ADMINISTRATIVE SERVICES COMMITTEE**

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3
4 Courthouse - Room 1041
5 West Bend, WI

November 6, 2007
9:00 a.m.

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7 Present: David N. Radermacher, Brian W. Bausch, Melvin K. Ewert, Roy C. Justman, and Paul A. Tuchscherer.

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9 Also Present: Administrative Coordinator Doug Johnson, Chairperson Thomas Sackett, Human Resources Director
10 Peter German, County Attorney Kim Nass, Human Resources Analyst Jo Hutchison, Employee Benefits Manager
11 Michelle Hoey and County Board Administrative Assistant Linda Doro.

12 Chairman Radermacher called the meeting to order and read the Affidavit of Posting.

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15 **MINUTES**

16 Moved by Mr. Ewert, seconded by Mr. Tuchscherer to approve the October 23, 2007, minutes as presented. Motion
17 carried.

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19 **CLOSED SESSION**

20 Moved by Mr. Bausch, seconded by Mr. Justman to convene into closed session at 9:02 a.m. pursuant to Wisconsin
21 Statutes Section 19.85 (1) (e) "Appearance by Attorney Nancy Pirkey to consider contract offers for labor
22 associations with current contracts ending December 31, 2007 and status of other labor contracts with earlier
23 expiration dates." Motion carried unanimously by roll call vote.

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25 **OPEN SESSION**

26 Moved by Mr. Justman, seconded by Mr. Bausch to return to open session at 10:52 a.m. Motion carried
27 unanimously by roll call vote.

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29 The meeting recessed at 10:52 reconvened at 10:57 a.m.

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31 **ACCEPTING OWNERSHIP OF UTILITY BUILDINGS AT TWO RADIO TOWER SITES**

32 Appearance: Sheriff Dale Schmidt, Lieutenant Mike Hetzel and Facility Manager Dave Loomans.
33 Lieutenant Hetzel described the utility buildings that the County should accept ownership for future radio expansion.
34 Lt. Hetzel reported the first building, located at the Slinger Tower Site, was built in 1987 by Midwest Relay
35 Company, who was renting space on the County's Towers and they needed a facility to house their equipment so
36 they built a facility for radio standards. Midwest Relay Company terminated their contract with the County this year
37 and is required to restore the property to its original condition. Lt. Hetzel reported the second building is located at
38 the Richfield Fire Department Station 2. The County originally housed its radio equipment in the attic of the
39 Richfield Fire Station 2. In 2003, AT& T Cingular approached the County to put power equipment on the County's
40 tower which proved to be inadequate. AT& T Cingular replaced the tower and the County required them to build a
41 facility to house their equipment and the County's equipment. Moved by Mr. Ewert, seconded by Mr. Bausch to
42 accept the ownership of the Utility Buildings located at the Slinger Tower Site, 3863 Lovers Lane Road and
43 Richfield Fire Station # 2 Tower Site, 1101 Highway 164. Motion carried.

44
45 **FAIR PARK GENERATOR PROJECT**

46 Mr. Dave Loomans reported that in August, he was asked by the Emergency Management Coordinator Rob Schmid
47 to look into the possibility of installing an Emergency Back-up Generator for the Fair Park Pavilion. The County
48 did secure a \$60,000 grant to do the project. Specifications were prepared and the project was bid out. The bids
49 came back approximately \$15,000 more than the grant money. Mr. Loomans stated there are Facility Capital
50 Improvement funds available to put toward this facility related project. Moved Mr. Tuchscherer, seconded by Mr.
51 Justman to approve the purchase of the an Emergency Back-up Generator for the Fair Park Pavilion and the use of
52 \$15,000 Facility Capital Improvement funds for the project. Motion carried.

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54 **TOUR OF FACILITY MANAGEMENT OFFICES IN GOVERNMENT CENTER**

55 Postponed until a future meeting.

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57 **ADJOURNMENT**

58 Moved by Mr. Ewert, seconded by Mr. Bausch to adjourn the meeting at 11:32 a.m. Motion carried.
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