



**Approved Minutes
Economic Development & Property
Thursday, August 6, 2015 – 6:00 PM
2nd Floor Conference Room, Courthouse
222 N. Iowa Street
Dodgeville, Wisconsin**

**Iowa
County
Wisconsin**

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Any subject on this agenda may become an action item.

1 Call to order. Walmer at 6pm

Roll Call.

2 Committee Present: Ryan Walmer; Bruce Paull; Doug Richter; John Demby; Jeremy Meek; Bob Bunker; John Meyers

Committee Absent: Jim Griffiths (excused)

Staff Present: County Administrator Curt Kephart, Planning Director Scott Godfrey, Maintenance Director Jacob Terrill, County Conservationist Jim McCaulley, County Clerk Greg Klusendorf

Approve the agenda for this meeting.

3 Motion to approve by Supervisor Richter
Second by Supervisor Demby
Motion carries

Approve the minutes of the July 9, 2015 meeting.

4 Motion to approve by Supervisor Meek
Second by Supervisor Paull
Motion carries

5 Report from committee members and an opportunity for members of the audience to address the committee. No action will be taken.

None

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| 6 | <p>Department Reports, Quarterly Financial Reports & Preliminary 2016 Budgets:</p> <ul style="list-style-type: none"> a) Register of Deeds <ul style="list-style-type: none"> • Scott Godfrey read statement from Register of Deeds Dixie Edge on revenues and expenditures anticipated to be on target through the end of this year. b) Office of Planning & Development-Scott Godfrey <ul style="list-style-type: none"> • Godfrey presented his report included in the packet. He does not anticipate any significant revenue or expenditure changes for 2016 and feels his budget will be on target through the end of this year. He added the county vehicle may be replaced using existing carryover money as it is not cost effective to continue keeping it running. c) Land Conservation Department-Jim McCaulley <ul style="list-style-type: none"> • provided an update on issues including: county owned dams; protecting areas downstream of dams with floodplain zoning in the breach shadows; the Land Conservation Commission made its annual tour around the county today; the state budget increased staffing grant funding for 2016; plan to hold levy at about a 2% increase. d) Environmental Services-Jacob Terrill <ul style="list-style-type: none"> • Requested support to convert the currently vacant limited term employee position to a full time position and outlined his vision for organizing a “maintenance team” that can work throughout the county as needed <p style="margin-left: 40px;">Motion by Supervisor Bunker to recommend supporting the full time position to the Administrative Services Committee; Second by Supervisor Richter Motion carries</p> |
| 7 | <p>Economic Development</p> <ul style="list-style-type: none"> a) Economic Development Services update <ul style="list-style-type: none"> • Scott Godfrey reported he will be working with SWWRPC for next year’s potential contracted services. • Supervisor Meyers updated the committee on the status of the Vortex development in the Village of Barneveld. • Scott Godfrey said the SWWRPC intern has been working on community profiles and plans to have examples to review at next month’s meeting. |
| 8 | <p>Property:</p> <ul style="list-style-type: none"> a) Award contract for Courthouse Security Window Project <ul style="list-style-type: none"> • Jacob Terrill shared a sample piece of laminated security glass and explained the differences in levels of protection provided by the various grades of glass. He confirmed the bids reviewed at the previous meeting were based on Level 1 protection. The sample of glass was of the material for the lowest cost bid reviewed at previous meetings that was within the approved expenditure level. • Greg Klusendorf stated the initial request was for security glass as a barrier against sound and to better manage heating/cooling. He added it wasn’t until the issue was discussed at the committee level that the level of bullet resistance became an issue. • The current bid documents were reviewed and discussed. <p>Motion by Supervisor Paull to accept the Tristate Custom Windows bid, excepting item 4 relating, an, if possible, to change the speak-through with the same laminated glass material instead of bullet resistant material as listed in item 5 Second by Supervisor Meek Motion carries with Supervisor Richter opposing</p> b) Consider maintenance needs and long-term plans of Chapel Street rental house <ul style="list-style-type: none"> • Jacob Terrill handed out a report by John T. Crook, certified building inspector, giving the findings from an inspection he made on Aug. 1, 2015. Mr. Crook estimates it could cost between \$50,000 to \$75,000 just to bring the structure up to building codes. |

- Mr. Terrill said SW Community Action Program is always in need of low-income housing, but that would necessitate bring the house up to code.
- Mr. Terrill stated that there are immediate issues that need to be addressed if the house is to remain rented while a decision is made for the long-term use of the property. The current lease is through the end of the year for \$750 per month out of which the county pays a management fee to Bluetree Rentals.
- Administrator Kephart provided a synopsis of options considered for the property over the last few years.
- Mr. Terrill offered to look into the extent of needs to bring the electric to meet code for the next meeting.
- Consensus for Mr. Terrill to get an estimate on necessary electrical upgrade costs for the next meeting and an estimate of the costs vs revenue to date

c) Child support office remodel

- Child Support Director Deb Rosenthal and Jacob Terrill presented draft remodeling plans and an estimated cost of \$8,000. Mrs. Rosenthal reminded the committee that there would be approximately 2/3 reimbursement through a state grant.

Motion by Supervisor Paull to move forward with the project as presented and send it to the Administrative Services Committee for funding options

Second by Supervisor Bunker

There was discussion about funding sources to be able to do the project this year versus having it in the 2016 Child Support Office budget. Administrator Kephart stated his preference that this be approved through a budget process, but Finance Director Hamilton can be asked if there are potential existing funds.

Motion carries

d) Courtroom Security Plan update

- Greg Pittz and Jacob Terrill presented the latest version of the security plan revised as required by the state approval authority. Changes include: converting the existing Judge's chamber into the law library; converting the existing law library into a jury room with added bathrooms; converting the existing jury room into the Register of Probate; converting the existing Register of Probate into the Judge's chamber
- No cost estimates are available at this time, but the plan has been submitted to the state for approval.
- Next steps after state approval: final construction drawings and bidding

e) Discussion and possible action on transferring tax forfeited property to the Village of Ridgeway

- Village of Ridgeway President Jon Steen and Clerk/Treasurer Lori Phelan spoke of the village's desire to see the building on the property removed.
- The county currently holds title to the property by tax deed and it did not sell at the advertised minimum \$15,000. The current liability to the county is around \$46,000.
- Mr. Steen stated the village may want to make an offer to acquire the property.
- Mr. Godfrey suggested putting the property to bid again without a minimum and anyone, including the Village of Ridgeway, would be able to make a bid. It was discussed the Tax Deed Committee would likely have to make that decision.

Motion by Supervisor Meek to request the Tax Deed Committee to hold a meeting and act to open the property to bids with reconsideration of the minimum bid required

Second by Supervisor Demby

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| | <p>Mr. Steen asked if a condition of sale could be included to require the building be removed within a stated time period. Supervisor Walmer suggested Mr. Steen make that request to the Tax Deed Committee, presuming it agrees to meet on this issue.</p> <p>Motion carries</p> |
| 9 | Next meeting date – September 3, 2015 at 6pm |
| 10 | <p>Adjournment.</p> <p>Motion to adjourn by Supervisor Bunker Second by Supervisor Meek Motion carries. Adjourned at 8:06pm</p> |
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