



634 State Road 19 PO Box 37, Marshall, WI 53559
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Town of Medina
August 23, 2017 -- Town of Medina Garage
Meeting of the Facility Needs Committee

The meeting was called to order at 6:00 PM by Committee Chairman Ron Jacobson

Present were Committee Chairman Ron Jacobson, Committee members Sam Anderson, Phillip Braithwaite, Scott Reed and Jim Hellenbrand and Village of Marshall Administrator Adam Ruechel.

The Pledge of Allegiance was recited.

Meeting was posted Friday August 18, 2017 Town Garage, townofmedina.org

The Committee Minutes from August 9, 2017 were presented by Ron Jacobson. Motion by Phillip Braithwaite to approve the minutes as presented, 2nd by Scott Reed. Motion carried 5-0.

Discussion with Village of Marshall Representatives – Administrator Adam Ruechel:

The committee and Administrator Ruechel discussed the potential of developing joint facilities including at Riley Deppe Park, the issue of developing a working agreement was raised. Sam Anderson inquired what the Village was doing with the lot next to Riley Deppe Park, it is planned for development by the Village. The Village parcel on Industrial Drive was discussed, it may be used for development. Discussion on utilizing shared equipment was considered a real possibility. The potential of the Village purchasing the existing Town facilities was discussed and the Village could be interested per Administrator Ruechel. Jim Hellenbrand inquired on the potential of the Town acquiring the existing Village Public Works facilities if they are replaced, would need further exploration. The potential of the Town leasing the Village building next to the Town facilities and Administrator Ruechel felt it could be possible.

Discuss Updated Building Options List After Town Board Reviewed:

The committee reviewed the list as reviewed by the Town Board.

Discussion on Process to Complete Development of Short-Term and Long-Term Facility Needs:

There will be a need to develop costs for the various options. The committee discussed focusing in on determining what facilities need to be in place in a five to ten-year period. The consensus of the committee was to rule out developing joint facilities with the Village. Committee members will complete additional facility visits; the Town of Lowell and the Town of Hustisford were identified as visits. The potential to exchange the existing Town facilities for the existing Village Public Works facilities was discussed. Additional information on what the Village Public Works facility consists of would need to be gathered. The committee discussed what they felt the future town hall & office space needs should be.



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Committee members were requested to develop a list of what each felt should be included for the next meeting.

Review the Draft of the Existing Facilities Report: Ron Jacobson stated he has had limited time to work on the report. The floodplain information was presented to the committee for review. Jim Hellenbrand presented information he had put together on the equipment space needs based the equipment size.

Set next committee meeting date: The next meeting date was set for September 13, 2017 at 6:00 pm. Sam Anderson informed the committee he will **not** be available.

ADJOURNMENT: Motion to adjourn by Sam Anderson, 2nd by Jim Hellenbrand motion carried 5-0.
Adjourn 8:10 PM.

Respectfully submitted by Committee Chairman Ron Jacobson

Approved September 13, 2017 **Amended** September 27, 2017