

**TOWN OF GREENVILLE
FACILITIES COMMITTEE
REGULAR MEETING MINUTES**

DATE: November 29, 2017

TIME: 6:00 p.m.

LOCATION: Greenville Town Hall, W6860 Parkview Drive, Greenville, WI 54942

Agenda

CALL TO ORDER

Chairman Andy Peters called the meeting to order at 6:06 p.m.

MEMBERS PRESENT: Greg Kippenhan, Tim Lambie, Andy Peters, Eric Kitowski, Dan Dibbs, Brad Borgen.

EXCUSED ABSENT: Larry Bentle, Amy Vosters, Dean Culbertson

- No minutes available from November 1
- Motion to approve the agenda made by Greg Kippenhan seconded by Dan Dibbs, agenda was approved unanimously

NEW BUSINESS

3a. Discussion and Possible Action: Review of decision Analysis Tool & Determination of Station Alternatives/Options

- Committee reviewed heat maps and location analysis and heat maps for call time, population now & future trends, response time, call volume
 - Response time is based on rolling time at constant speed and does not factor traffic or traffic signals
 - Committee would like to get a narrated video put together explaining the heat maps
- Discussion also took place on the need to have a vision for future facility needs to adequately provide service to town in the future
- Discussion took place for the pros/cons of having town service collocated or a part of campus environment
 - Numerous meetings take place between cross functional teams
 - Concerns over parking if located on same parcel
 - Public safety concerns during emergency situations
- Committee discussed facility possibilities for town administrative service functions and how they may be handled in the future
- Committee discussed opportunities to alter proposed plans to accommodate other town service needs with possibilities of rolling the plan north & south or shifting the proposed building to the north on the property
- Discussed the possibility of expanding proposed Fire & EMS building in the future to accommodate other public safety functions such as law enforcement & Gold Cross ambulance

MOTION: Dan Dibbs made motion to approve the old flower shop as the location for a future Fire & EMS building based on the studies conducted by town staff. Motion seconded by Brad Borgen. Motion approved unanimously.

3b. Discussion and Possible Action: Public Information Campaign

- Five Bugles Design presented a proposed first mailer to go out to the community announcing the proposed project, initial public educational meeting, and potential referendum date.
 - Financial information needs to be solidified before the mailer can be sent
 - Request made to remove committees personal email addresses and instead list the committee members and use the committees group email address: spaceneeds@townofgreenville.com
 - Proposal was presented to have an early public informational meeting to determine questions needs to be addressed

No Action taken, but consensus reached as to the general formatting and informational content of the proposed first mailer.

3c. Discussion and Possible Action: Options for Future Referendum or Special Town Meeting

- Request was made for Town staff and the Town Board to review options for reducing borrowing amount by contributing cash from general funds
- Ehlers (Town's financial advisors) are looking at what borrowing package might look like

MOTION: Greg Kippenhan made a motion to recommend to the Town Board an amount not to exceed \$6.7MM for the borrowing package. Motion seconded by Dan Dibbs. Motion approved unanimously.

- Potential dates were discussed for a possible referendum all included currently scheduled Wisconsin elections:
 - 2018 Spring Primary February 20, 2018
 - 2018 Spring Election April 3, 2018
 - 2018 Partisan Primary August 14, 2018
 - 2018 Fall General Election November 6, 2018
- Past history of referendum versus special town meeting was discussed
- Joel Gregozski detailed the processes for both a special town meeting and an advisory referendum

MOTION: Dan Dibbs made motion to recommend the Town Board utilize an advisory referendum to approve the proposed Fire & EMS building project. Motion seconded by Greg Kippenhan. Motion approved unanimously.

MOTION: Dan Dibbs made motion to recommend the Town Board approve April 3 as the advisory referendum date for approval of the proposed Fire & EMS building project. Motion failed to gain a second and failed.

- Further discussion on dates for an advisory referendum had the committee decide February 20 is too soon as is April 3
- Committee discussed use of August or November scheduled election dates and how many events/activities in the town from June – August would help educate citizens about the project
- Joel explained the differences between the elections of August and November

MOTION: Tim Lambie made motion to recommend the Town Board set the advisory referendum for the proposed Fire & EMS building project to be held August 14, 2018. building project. Motion seconded by Dan Dibbs. Motion approved unanimously.

4. ANNOUNCEMENTS

- Next meeting to be scheduled in January, meeting date and time to be determined at a later date

5. ADJOURNMENT

MOTION: Dan Dibbs made the motion to adjourn. Seconded by Andy Peters. Motion carried. Meeting adjourned at 8:14 p.m.