

Town of Lake Mills New Town Hall

MARCH 21ST MEETING

1

How did we get here (2020)

In 2020 you and your neighbors (electors) tasked your town board to investigate purchasing land and building a new town hall

TOWN OF LAKE MILLS, JEFFERSON CO., WI
ANNUAL MEETING MINUTES- SEPTMEBER 8, 2020

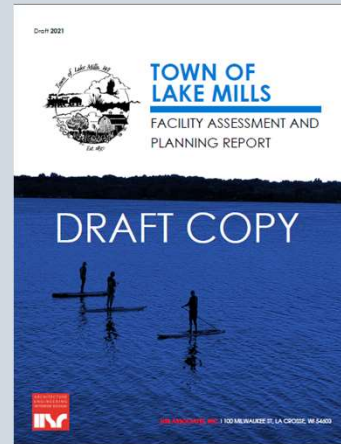
Discussion and/or decision to allow the town board to purchase land to build a new town hall facility and allow the town board to sell the existing town hall property" Jason Forest and his associates have made a proposal to swap land on Finch Brothers Road with the current Town Hall location on South Main Street for the site of a future town hall. Dan Schultz stated that a facility improvement would benefit the town and encourages pursuing looking at the opportunity. Mr. Hellekson asked about the Town property on Conservation Road. James Heinz explained the challenges of the property because it is a former dump site and lack of security. Mr. Hellekson suggested considering liquidating the property if it is not suitable for the town to do something with it. Motion made by Mr. Hellekson to allow the Town Board the authority to sell the property on Conservation Rd if necessary, seconded Mrs. Hellekson. Discussion: Mrs. Schultz voiced concern about the Town's responsibility of cleaning up the site if it were to be sold. Mr. Hellekson stated that a disclosure should cover that. Mrs. Geerds asked if there would be a consideration of a yard waste site at the possible new hall site or at the former town dump site? Hope Oostdik stated what the current status is on storage and yard waste needs and current facilities and services for both. The current rent for various storage of town equipment is minimal and the cost of managing a yard waste site verses the yard waste pick up for the Shorewood Hills area costs is much more than the current service. Motion carried to allow the sale of the property on Conservation Road unanimous vote in favor. Dave Schroeder explained that the USDA grants for the Town Hall is not available because the grant money would cover equipment but not the town hall itself and the USDA will not compete with local lenders. In years past the Town electors voted to allow the Town Board to seek up to 10 acres of land for a future facility.

Motion made by John Pühr to pursuing the sale of the current town hall, seconded by Becky Schultz. Motion carried unanimously.

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How did we get here (2021)

In 2021 a Facility Assessment was prepared by HSR. This covered current building status and a potential new building requirements.



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How did we get here (2022)

In 2022 it was announced that the town board was looking to fill the committee

ANNUAL MEETING MINUTES

April 19, 2022

1. Call to order- Called to order by Chairperson Buechel
2. Pledge of Allegiance
3. Agenda presentation
4. Approval of minutes from April 20, 2021, Annual Town Meeting- Motion made by Steve Nass, seconded by Sue Slauson. Motion carried.
5. Set date for 2023 Annual Town Meeting (third Tues = April 18, 2022). Motion made by Steve Nass, seconded by James Heinz. Motion carried.
6. Annual Financial Report- presented by clerk. No comments or questions from electors.
7. Annual Police Report- Annual road patrol report presented by Sargent Miller and the annual lake patrol report presented by Sargent Walters.
8. New Business:
 - a) Discussion and/or decision of wages for Clerk and Treasurer's positions. Motion made by Steve Nass to increase the wages of the Town Clerk and Town Treasurer by 10% to go into effect at the start of then next term of office in April 2023, seconded by Glenn Proeber. Motion Carried. Clerk wage will increase to \$27,197.50 and the Treasurer's wage will increase to \$15,100.
9. Announcements- Town is in need of individuals interested in serving on the Town Hall Facilities Committee to discuss a possible new Town Hall.

10. Adjournment- Motion made by Sharon Sammons, seconded by David Schneider. Motion carried.

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How did we get here (2022 to today)

In 2022 a committee,
chosen by the town board,
was formed of your
neighbors to review the
draft report and work with
HSR to develop a plan to
present to the electors

Robin Untz	–	Comm Chair
Greg Froehle	–	Secretary
Dave Roedl	–	Member
Jim Heinz	–	Member
Tom Williams	–	Member

First Meeting- May 26, 2022

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How did we get here (2023)

The existing Facility was built in: **1972**

Population of Lake Mills: **1,472** **3,556**

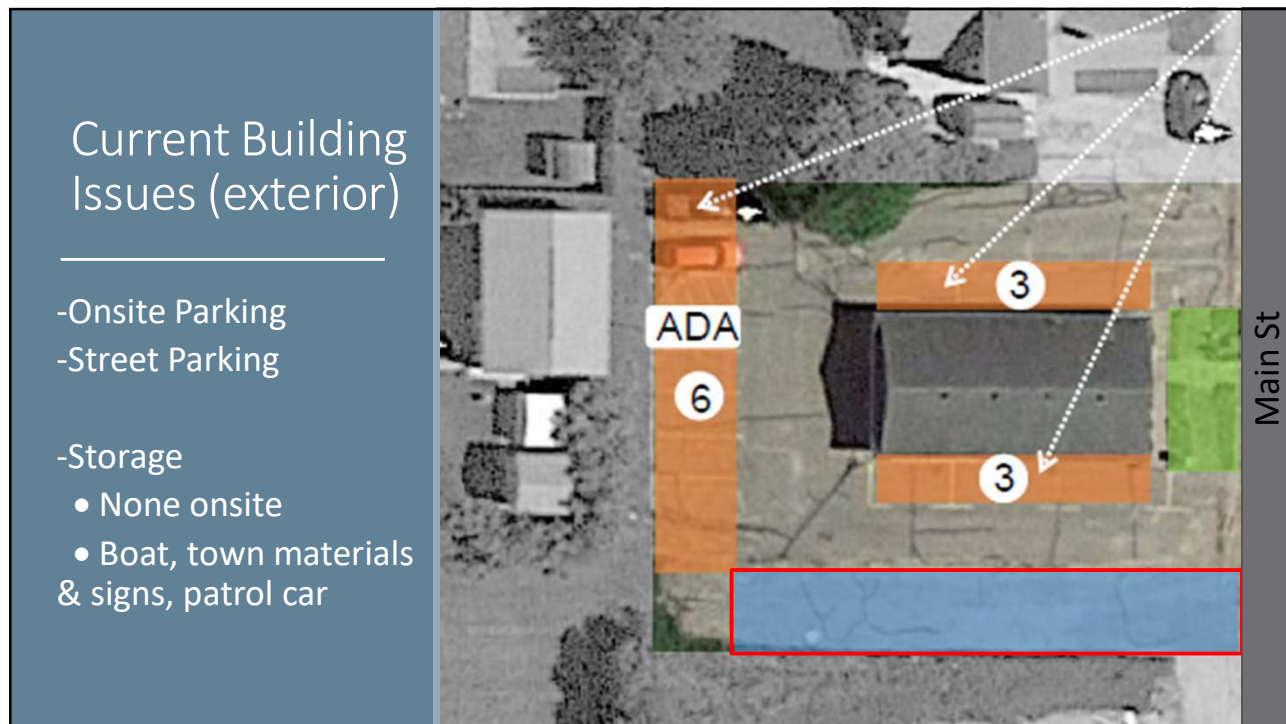
Table 2. Population of County Subdivisions: 1970 and 1960–Continued

[Total population of a place in two or more county subdivisions appears in add to county totals. For information on boundary changes and meaning

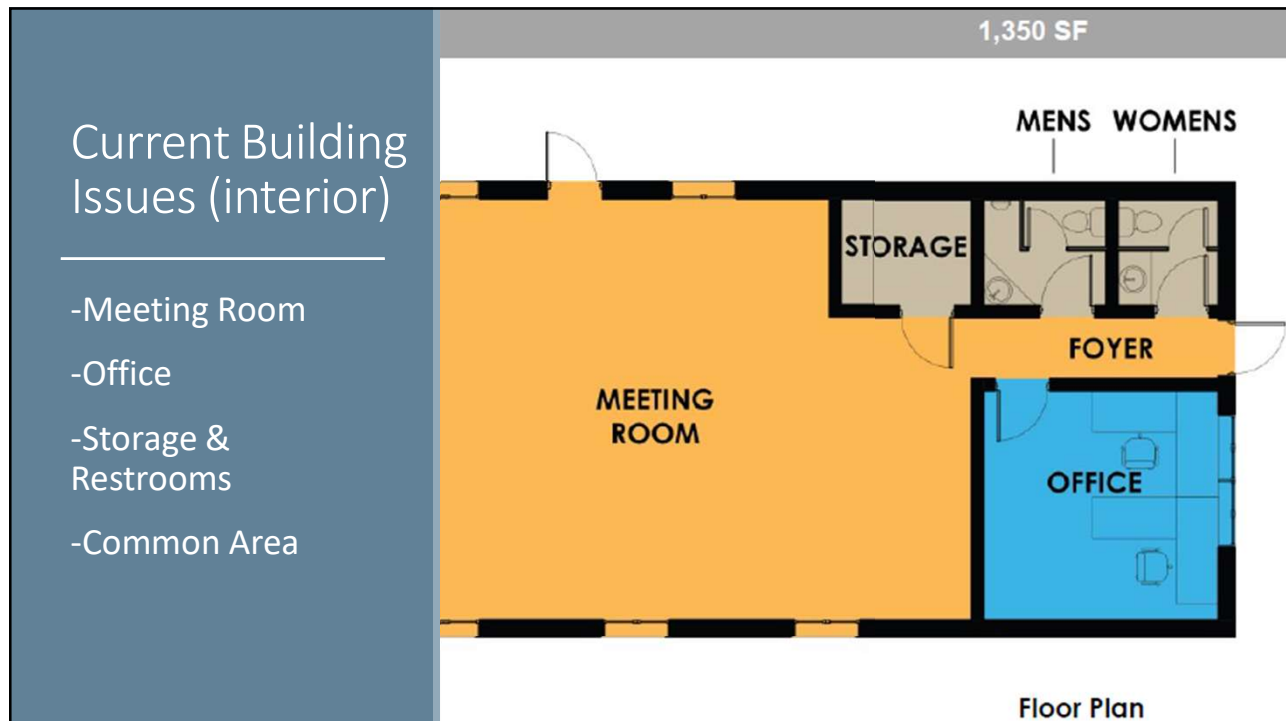
JOHNSON CREEK VILLAGE.	790	686	15.2	ONALASKA CITY. . .
KOSHKONONG TOWN.	2 671	2 340	14.1	ONALASKA TOWN. . .
LAKE MILLS CITY.	3 556	2 951	20.5	ROCKLAND VILLAGE . .
LAKE MILLS TOWN.	1 472	1 394	5.6	SHELBY TOWN.
MILFORD TOWN	1 129	1 126	0.3	WASHINGTON TOWN. .
OAKLAND TOWN	1 984	1 633	21.5	WEST SALEM VILLAGE

2,070
6,211

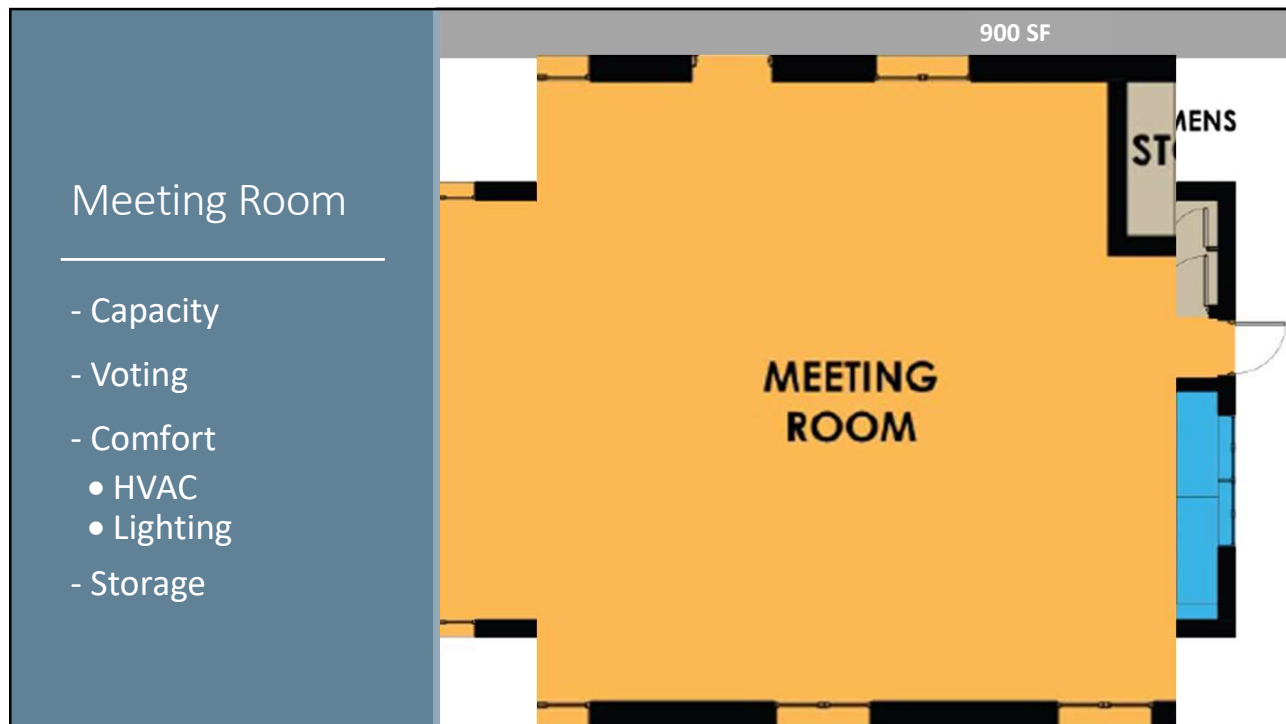
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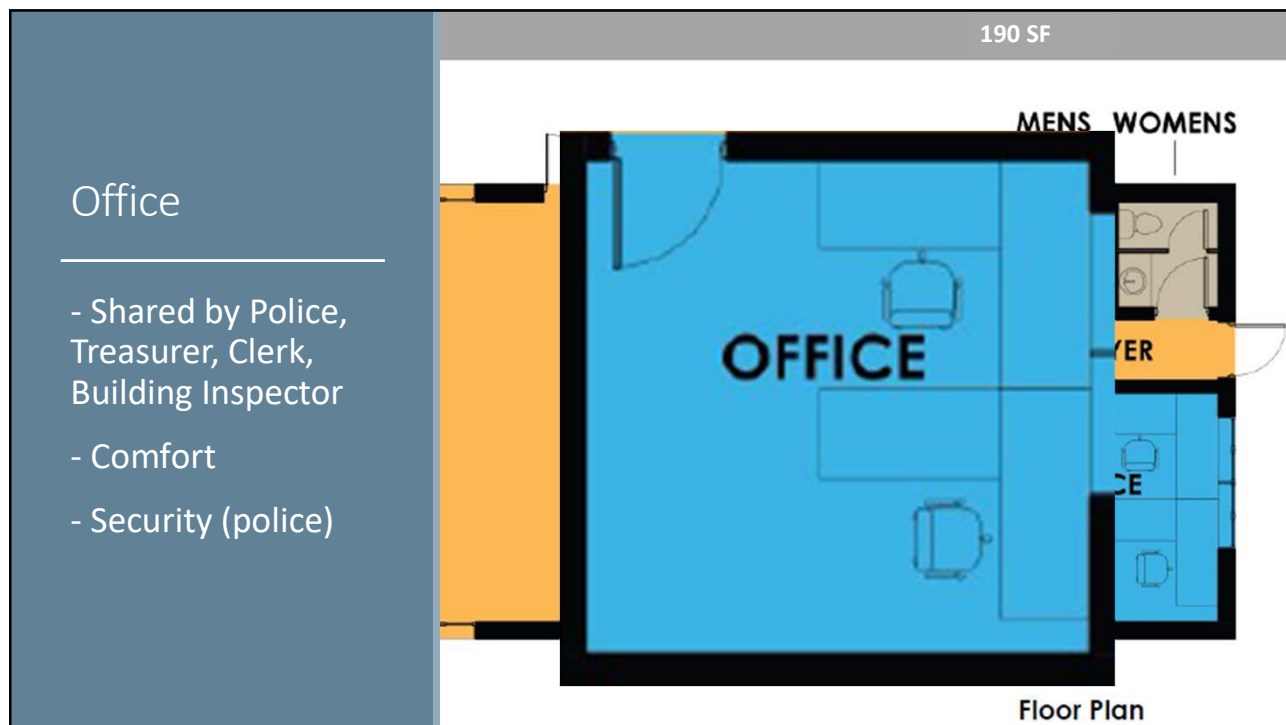
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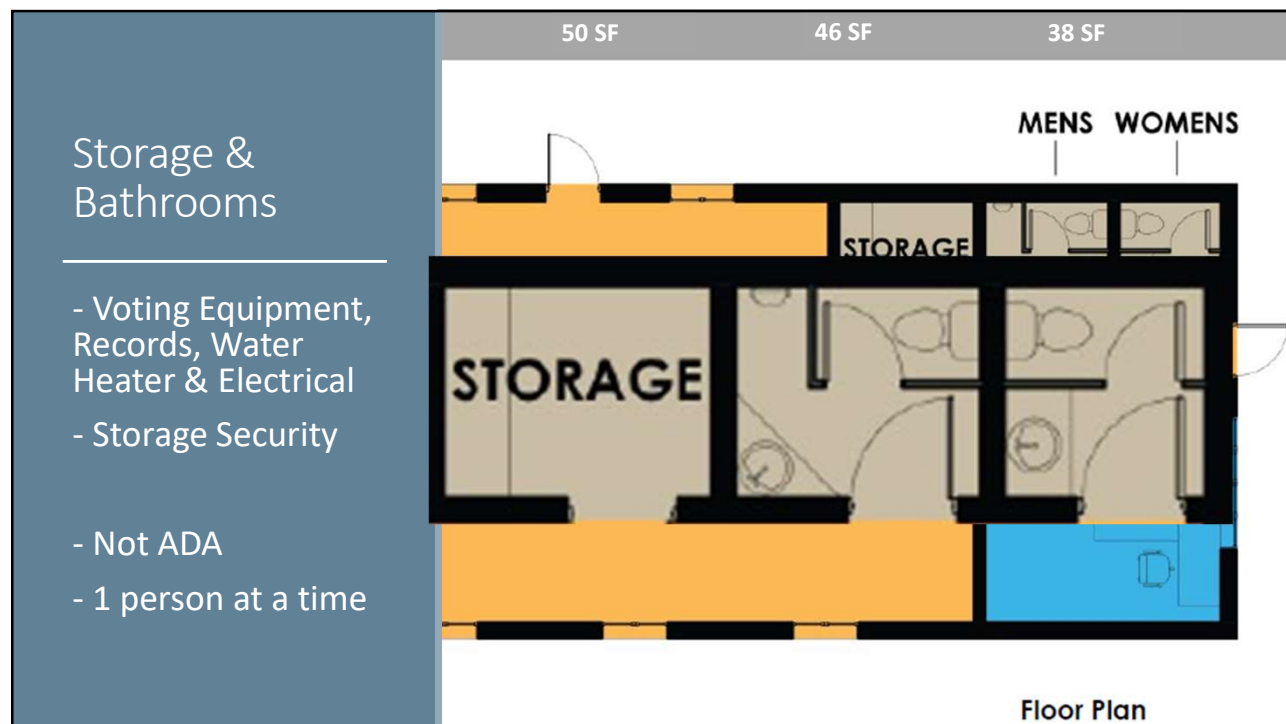
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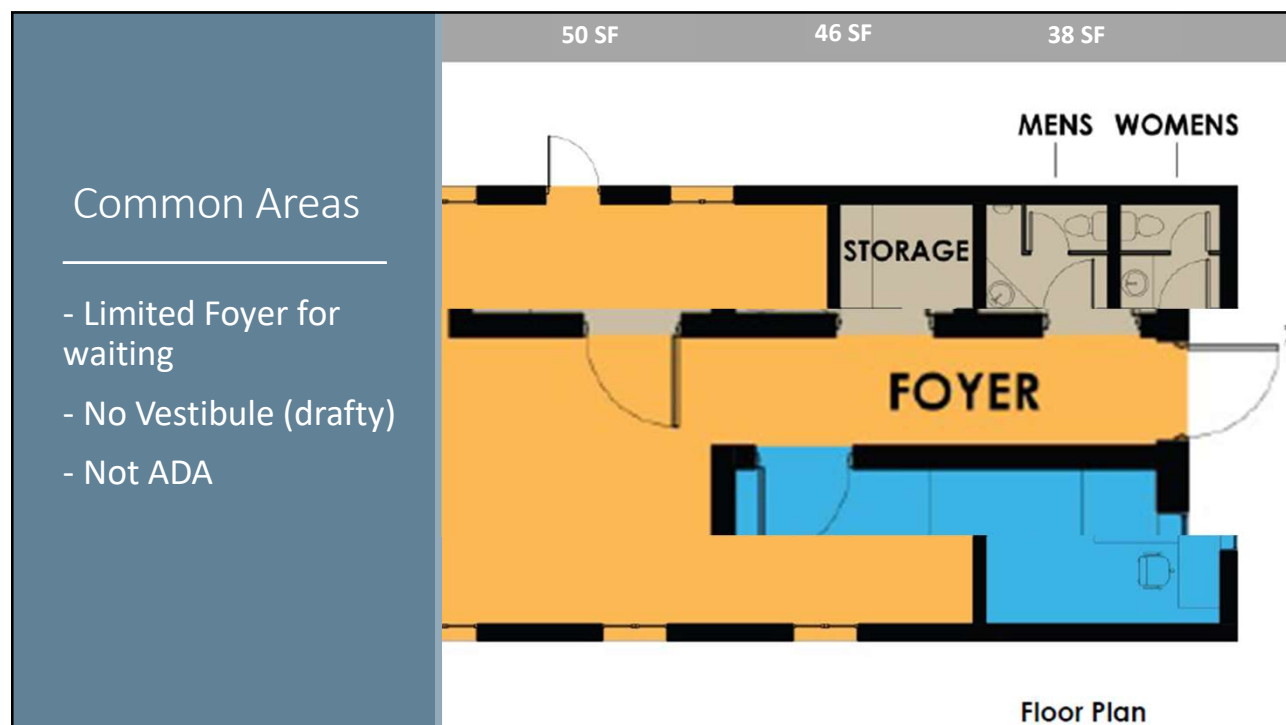
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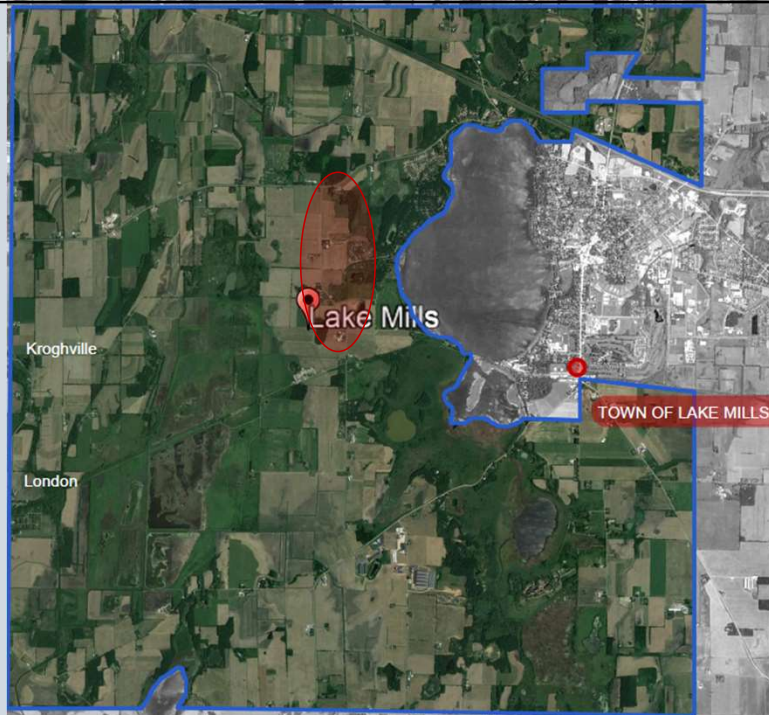
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Location

- Current Site is in Red
- Targeting location in area shown
- Proposed location has willing seller



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TOWN HALL BUILDING	PROGRAMS/SPACES	RECOMMENDED SF	NOTES
PUBLIC USES	Town Hall/Large Group Meeting	1500-2000 SF	
	Small Group Meeting	200-300 SF	
	Community Room (For Rent)	800-1200 SF	
ADMIN USES	Police Department Offices	200-300 SF	
	Town Offices	200-300 SF	
	Building Inspector's Office	100 SF	
	Conference Room	200-300 SF	
	Staff Work Room	200-400 SF	
	Training Room	500-600 SF	
	Interview Room	250 SF	
	Storage Spaces	250 SF TOTAL	
SUPPORTING SPACES	Lobby Circulation	TBD	5-10% TOTAL
	Bathrooms	300-500 SF	
	General Storage	400 SF TOTAL	
	Mechanical Room	300-400 SF	
	Electrical Room	250 SF	
	IT Closet	150-200 SF	
SUB TOTAL		5800-7750 SF	
STANDALONE STRUC.	Garage	1000 SF	
	Misc. Storage	1000-1500 SF	
SUB TOTAL		2000-2500 SF	

Process for new design

- Started with the Draft Report •
- Talked to Officers, City Staff
- Toured neighboring town halls (3)
- Real estate Valuation
- Worked with HSR
- Went through 6 iterations of building design
- Tried to balance a space that would last 50+ years, accommodate all users, allow for town growth, energy efficiency, fiscal responsibility.

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Committee Process

The Committee was given two objective at the beginning of the process:

- What is the current state / issues with the existing facility
- What are the requirements and estimated cost of a new facility

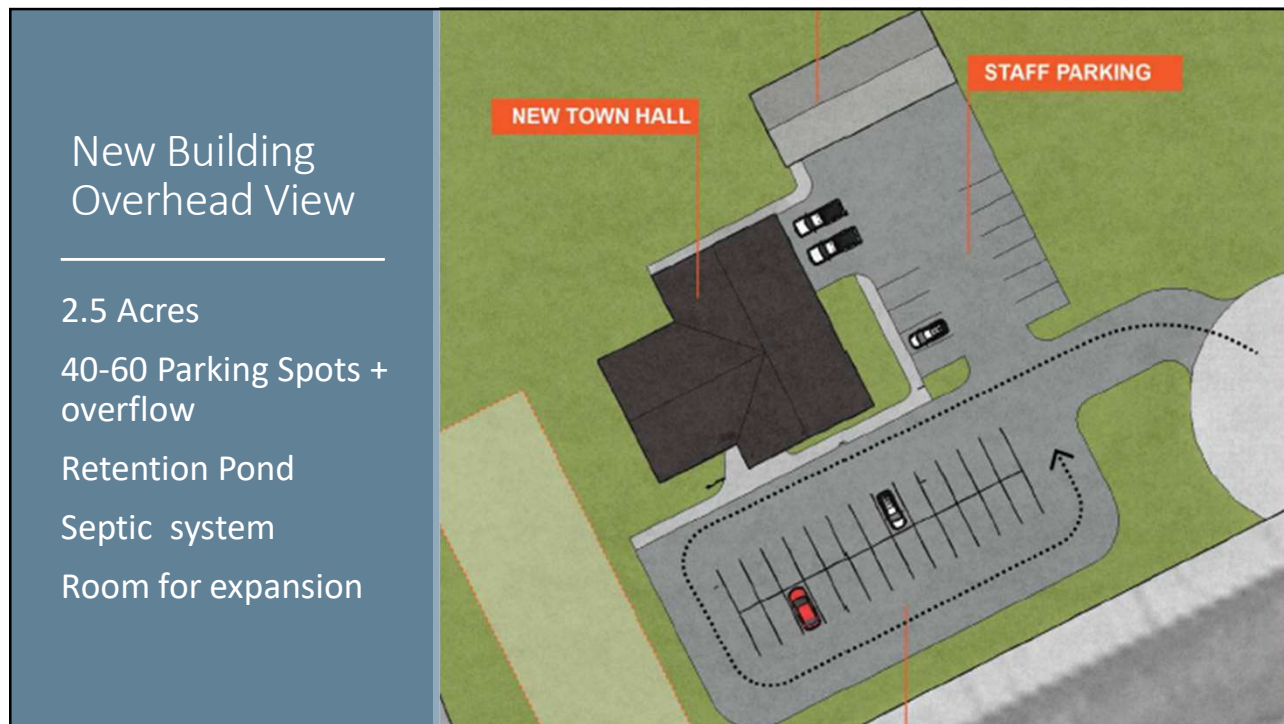
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New Building Exterior Concept

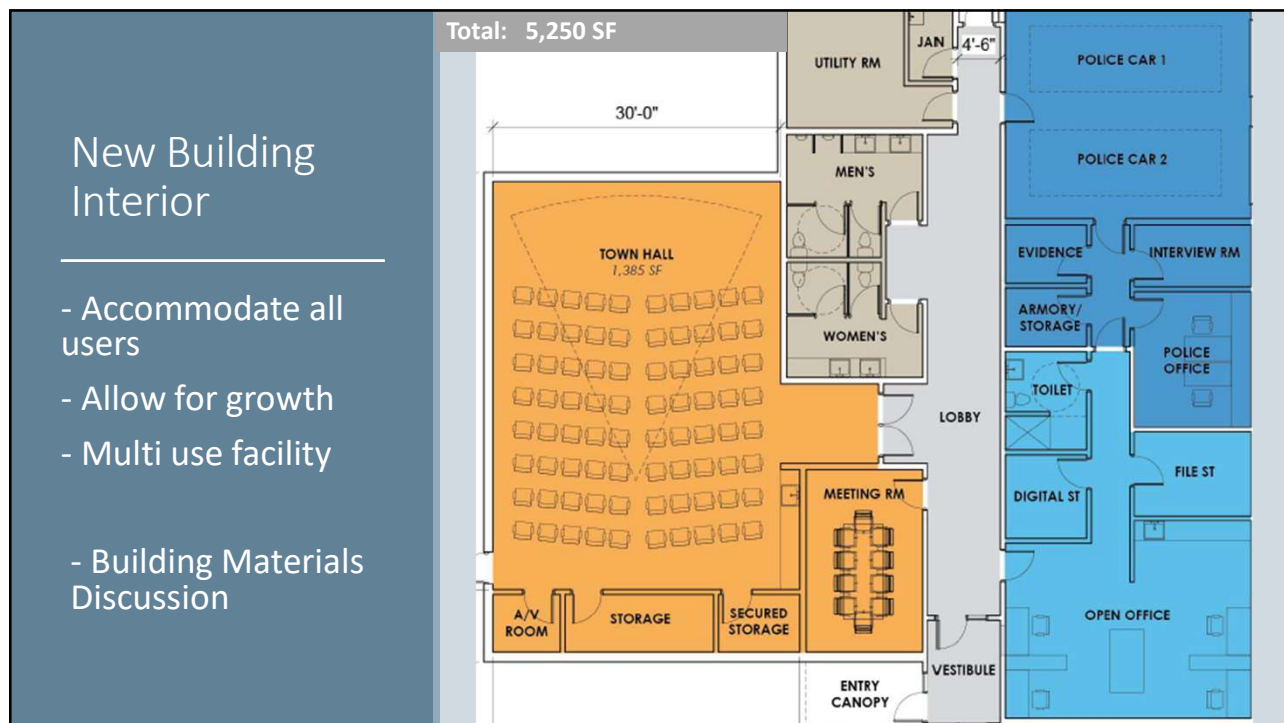
- Blend in with existing community design
- Natural Materials (wood & stone)



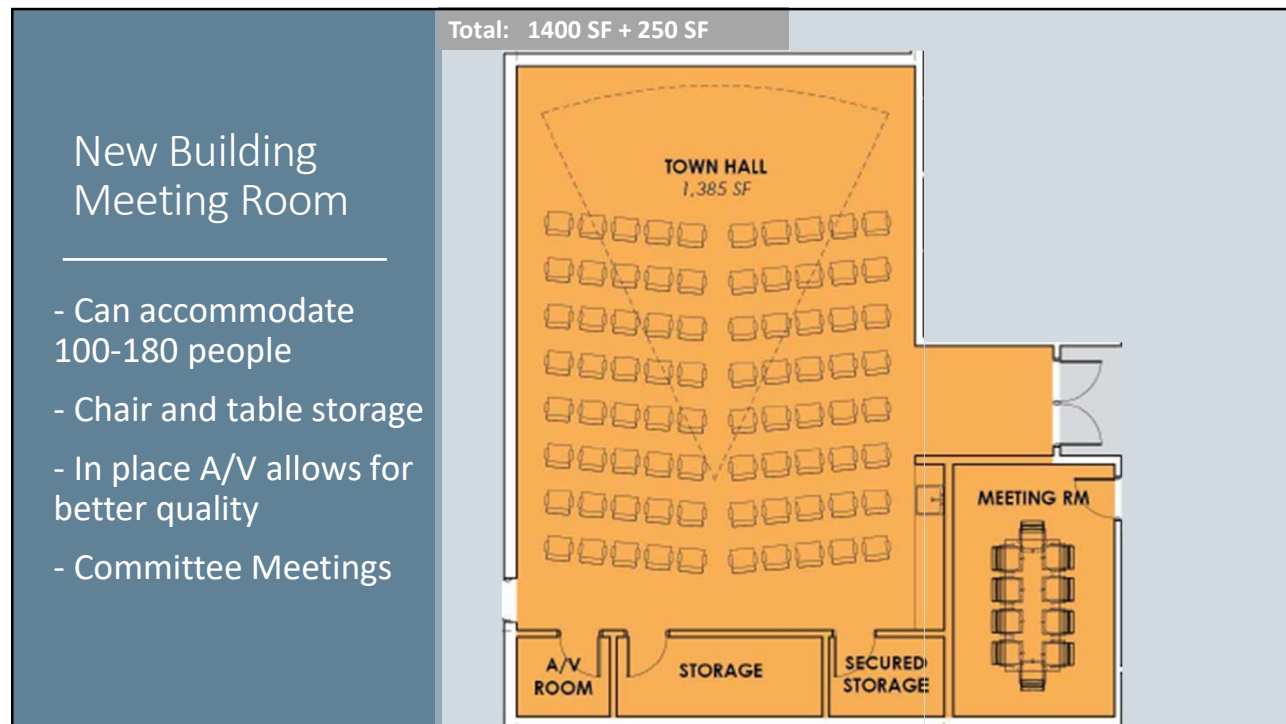
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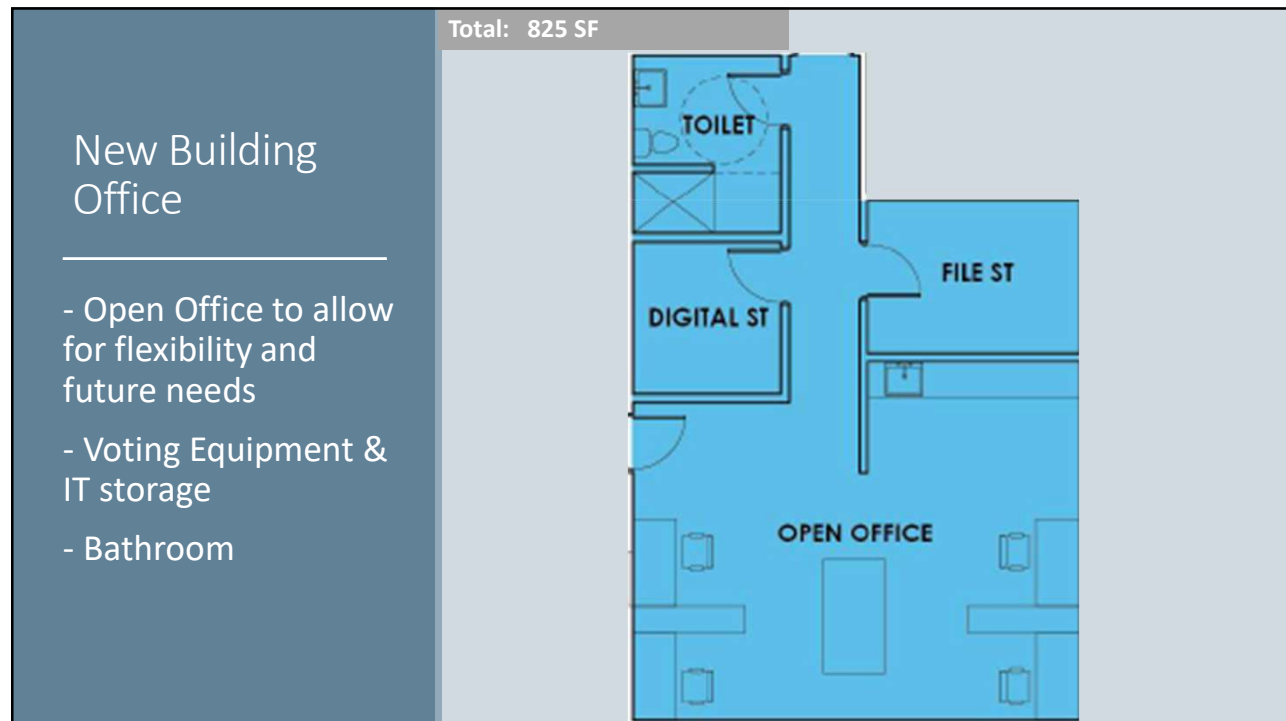
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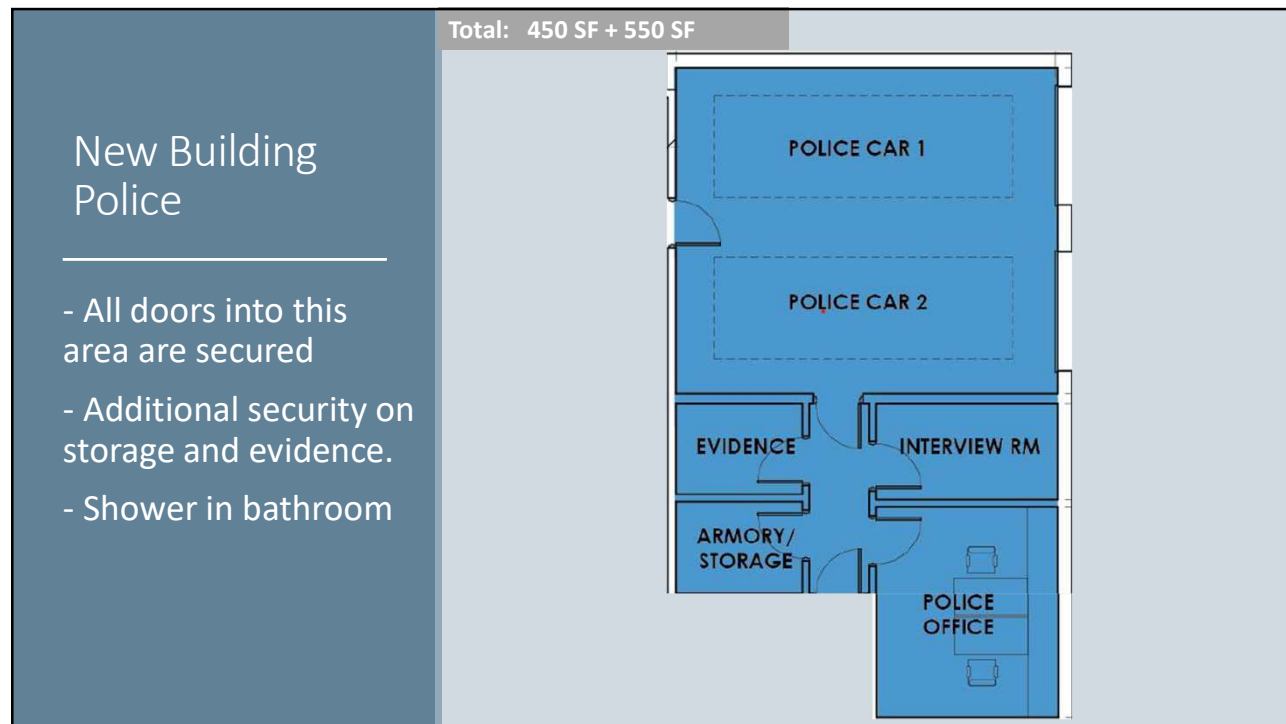
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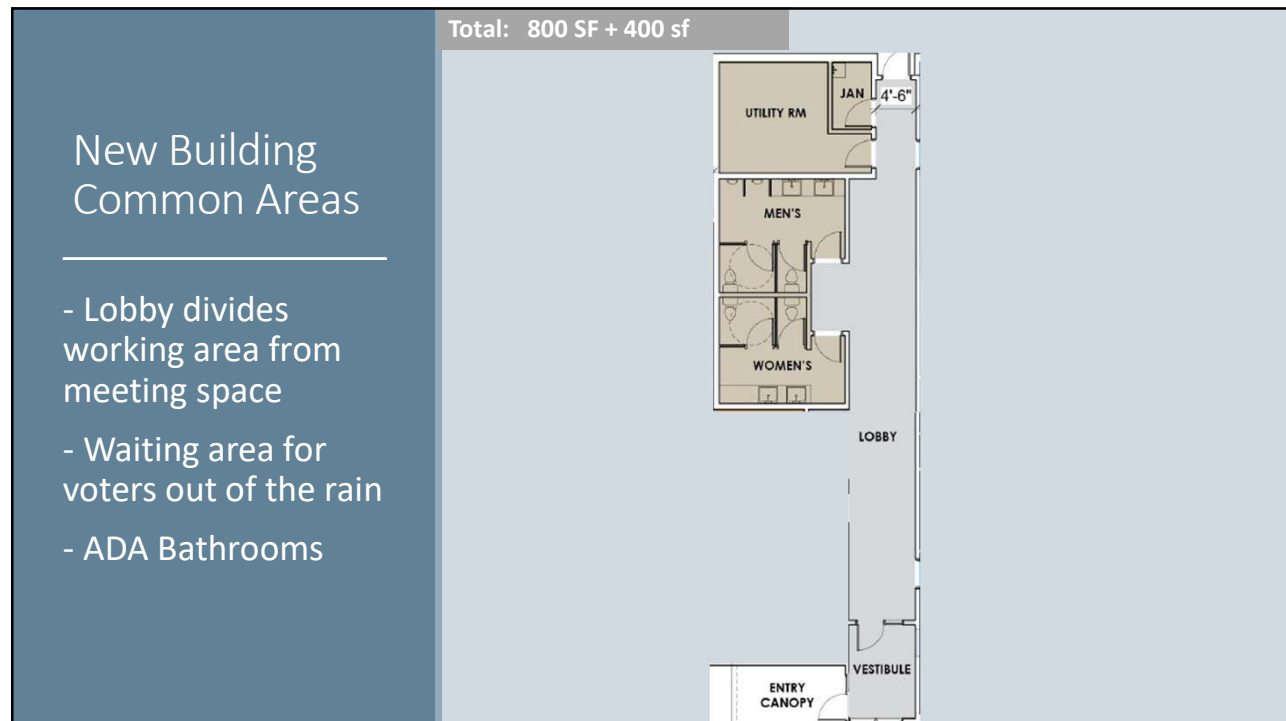
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Approval Process

Committee looked at two paths:

- Referendum
- Vote by electors to take on debt and re-fund with bonds

Timing

Flexibility

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Funding

If passed and debt is incurred, the town would work with Municipal Advisors and Bond Counsel Firms.

This is the extent of my funding knowledge

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TOTAL CAPITAL PROJECTS: \$2,295,250	
Item	Cost Estimates
Town Hall Building	\$1,496,250
Land	\$150,000
Parking Lot	\$150,000
Architect and Engineering Fees	\$120,000
Site Improvements	\$25,000
Landscaping	\$25,000
Storage Building	\$80,000
Well	\$10,000
Septic System	\$40,000
Exterior Lighting	\$25,000
Furniture Allowance	\$80,000
State Plan Review	\$5,000
Building Permit	\$3,500
Zoning Permit	\$500
Geotechnical Study	\$15,000
IT Items	\$50,000
Building Security	\$20,000

Cost Estimation & Impact

The estimated average mill rate impact (beginning 2023-24) is **.41** per \$1,000 valuation.

Fair Market Value	Annually	Monthly
\$100,000	\$41	\$3.42
\$200,000	\$82	\$6.83

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What are we asking?

We are asking that you attend the Annual Meeting on April 18th, 2023 and Vote.

What does YES mean?

What does NO mean?

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Closing Comments & ?s

To give everyone a chance to speak,
Question & Comments will be limited to
One minute