

PUBLIC PROPERTY/TECHNOLOGY COMMITTEE MINUTES

August 22, 2012

The Public Property/Technology Committee of the Grant County Board of Supervisors met in the Grant County Administration Building, Lancaster, WI Room 266 on August 22, 2012 at 9:00 a.m. pursuant to the adjournment of the June 27, 2012 meeting.

The meeting was called to order by Chair Vincent Loeffelholz. The County Clerk verified that the meeting was in compliance with the open meeting law posted in two places, published in the Lancaster Herald Independent and published on the County Web Site.

The following committee members were present: Lester Jantzen, Don Splinter, Vern Lewison, Dwight Nelson, Robert Keeney, and Vincent Loeffelholz. Carol Beals had asked to be excused. Larry Wolf, County Board Chair was also present.

Agenda: Dwight Nelson, seconded by Don Splinter made a motion to approve the agenda. Motion carried.

Minutes: Vern Lewison, seconded by Lester Jantzen, made a motion to approve the minutes of June 27, 2012. Motion carried.

Correspondence: A Thank you from Fred Naatz, Social Services Director was passed around to the committee that was sent to all the Maintenance Workers from various Departments who helped during the clean up from the water break in the 52 Building.

Administration/Courthouse Maintenance: Brenda Halverson was present to update the committee on the maintenance issues for the Administration Building and Courthouse in Mark Udelhofen's absence. They have been trimming some of the shrubs in the Courthouse lawn. Terry Clark the LTE Maintenance Worker at the Courthouse had to fix the fountain, some of the hoses had become plugged. The tire on the maintenance truck has a slow leak which was fixed. The air handlers on the Administration Building were not functioning properly since the weather has become cooler; Brenda was able to fix this issue before WHV was called. Brenda had attending a supply show that was conducted by Greenwood Cleaning in Davenport, IA. During the show, Brenda won a \$500.00 credit toward merchandise which was used to purchase a floor scrubber for the County. There were other rebates and discounts that were used by attending the show towards other cleaning products.

Joyce Roling, Personnel Director gave the committee the update on the decision that was made by the County Board at the August 21, 2012 meeting. The Maintenance Budget will be disbanded; the maintenance budgets will go back to the previous Department Head budgets relating to each Building. Sheriff Department, Jack Johnson, Deputy Sheriff, Fair/Extension, Amy Olson, Fair Secretary, Administration Building and Courthouse, Linda Gebhard, Grant County Clerk.

Insurance: Marty Malloy, A.J. Gallagher & Company, claims were a little higher but that was expected because Public Property did not meet in the month of July.

Randy Peterson, TRICOR, was on vacation and could not attend the meeting.

Brent Straka, TRICOR updated committee on HRA. The claims will now be directed to the employer instead of the employees to save some confusion. There are some long term claims with may increase the claim history.

Going out for bids was discussed on some of the insurance. Because of Act 10 and the HRA Insurance Plan the old schedule is obsolete. Self insuring was discussed but Brent Straka felt there is a greater chance of risk involved in the method, he did not feel that was a good choice for Grant County as a whole. With the implementation of the HRA program in Grant County, Brent did not feel that this would be a good time for change. Joyce and Linda will review and bring back more information to the September meeting. Randy Peterson will also update the committee on the self insured auto status.

2013 Public Property Department Request:

Clerk of Court, Kim Kohn	Chair for Judge	TOTAL	\$698.00
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Motion made by Robert Keeney, seconded by Dwight Nelson to approve this request. Motion carried.

Fairgrounds, Amy Olson	Road Care	\$5,000.00
	Paint	\$ 500.00
	TOTAL	\$5,500.00

Motion made by Robert Keeney, seconded by Dwight Nelson to approve this request. Motion carried.

Fairground Maintenance, Amy Olson	Furnace for Youth and Ag Building	\$3,854.00
	30 Toilet Seats	\$ 659.70
	15 Faucets	\$1,268.10
	7 ft bucket for skid steer	\$1,250.00
	TOTAL	\$7,031.80

Motion made by Donald Splinter, seconded by Lester Jantzen to approve this request. Motion carried.

Health, Jeff Kindrai, Director	Medical Supply Shelving	\$ 350.00
	Desk and Shelving Unit	\$ 1,999.00
	TOTAL	\$2,349.00

Motion made by Dwight Nelson, seconded by Vern Lewison to approve this request. Motion carried.

Social Services, Fred Naatz, Director	5 Air Conditioners	TOTAL	\$ 995.00
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Motion made by Don Splinter, seconded by Robert Keeney to approve this request. Motion carried.

County Clerk, Linda K. Gebhard	Postage Machine Lease	TOTAL	\$ 3,274.20
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Motion made by Vern Lewison, seconded by Don Splinter to approve this request. Motion carried.

Sheriff, Jack Johnson, Deputy Sheriff	4 Video Cameras	\$10,000.00
	3 Light Bars LED	\$ 4,900.00
	1 Crack fill & Stripe Parking Lot	\$ 3,100.00
	TOTAL	\$18,000.00

Motion made by Robert Keeney, seconded by Lester Jantzen to approve this request. Motion carried.

Total 2013 Public Property requests submitted were \$37,848.00, which was \$5,754.36 less than the 2012 request of \$43,602.36. Therefore all requests were approved by the committee.

52 Building water damage: Jeff Anderson, Information Services Manager updated the committee on the water damage at ADRC and Social Services. Twenty seven offices on 2nd and 3rd floor had to be evacuated in all. The IT department, in one day; ran wires for computers and telephone to accommodate the employees. They also had the County Board Room in the Administration Building set up to house some of the employees also. Jeff stated that all the employees were very patient in this move and the maintenance workers worked very hard to clean the affected areas in order for them to set up the equipment.

Recycle For Honor: The results from the Honor Flight recycling event were very good. Grant County donated over 130 computers. The final dollar amount raised was \$53,001.95. The proceeds will be used to purchase 107 seats (\$495.00 per seat) on the Honor Flight for veterans; one leaving on September 24th and another on September 25th.

Telephone System: The County currently has 7 different phone systems being used among the departments. Jeff Anderson, goal is to consolidate the phone system throughout the county. TDS has offered a Managed Phone System which would cost \$35.00 per phone with unlimited long distant calls. Long distance calling would benefit some departments but not be necessary in other departments, so the cost may be out of line. This is still in the talking stages with TDS; the County would have to decide as a whole to use this system if it would work long term for the County.

Wireless in County Board Room: At this time there is wireless in the County Board Room for only internet access. The Health Department has it in their area so the Nurses can use their lap tops that they use out in the field. To cover the entire Administration Building there would need to be at least 3 more connections and another access point would need to be added, the cost to the county would be \$1800.00. Question was raised if this would benefit the 52 building; Jeff stated all employees would have to have a lap top for it work for them.

2013 IT Requests: Jeff Anderson, Information Services Manager presented the IT Requests totaling \$149,603.48. Requests are as follows:

The following are approximate values for each item:

\$1,130	HP Desktop Computer
\$1,530	HP Laptop
\$400	B&W Laser Printer

The approximate cost per machine (2012)

\$640.00	Computer with 19" LCD Monitor
\$329.84	Microsoft Office (Word, Excel, PowerPoint, Etc.)
\$969.84	Total Approximate Cost

Last year's cost per machine (2011)

\$536.96	Computer with 19" LCD Monitor
\$316.41	Microsoft Office (Word, Excel, PowerPoint, Etc.)
\$853.37	Total Cost

Cost per machine two years ago (2010)

\$635.98	Computer with 19" LCD Monitor
\$301.34	Microsoft Office (Word, Excel, PowerPoint, Etc.)
\$937.32	Total Cost

Cost per machine three years ago (2009)

\$623.37	Computer with 19" LCD Monitor
\$297.38	Microsoft Office (Word, Excel, PowerPoint, Etc.)
\$920.75	Total Cost

1. Social Services

- Requested from home committee
 - New Desktop Computer(s) 5 [813]
Requested: \$5,650
Approved: \$5,650
TOTAL REQUESTED: \$5,650
TOTAL APPROVED:

2. Register of Deeds

- Requested from home committee
 - GCS software updates & technical support [248]
Requested: \$3,490
Approved: \$3,490
TOTAL REQUESTED: \$3,490
TOTAL APPROVED:

3. Fair

- Requested from home committee
 - New Printer [813]
Requested: \$605
Approved: \$605
TOTAL REQUESTED: \$605
TOTAL APPROVED:

4. Zoning & Sanitation

- Requested from home committee
 - Service Contracts/Software
 - GCS software updates & technical support [248]
Requested: \$3,490
Approved: \$3,490
 - New Desktop Computer(s) 1 [813]
Requested: \$1,130
Approved: \$1,130
TOTAL REQUESTED: \$4,620
TOTAL APPROVED:

5. Finance Department

- Requested from home committee
 - Service Contracts/Software
 - Springbrook software updates & technical support [248]
Requested: \$20,743
Approved: \$20,743
TOTAL REQUESTED: \$20,743
TOTAL APPROVED:

6. County Clerk

- Requested from home committee
 - Service Contracts/Software
 - SourceCode Systems software (scanning service) [248]
Requested: \$15,210
Approved: \$15,210

TOTAL REQUESTED: \$15,210

TOTAL APPROVED:

7. Health

- Requested from home committee
 - Replacement Tablet Batteries 3 [813]
Requested: \$450
Approved: \$450
 - New Tablet Computer(s) 3 [813]
Requested: \$6,000
Approved: \$6,000
- TOTAL REQUESTED: \$6,450**
TOTAL APPROVED:

8. Land Water Conservation

- Requested from home committee
 - Cellular Modem [248]
Requested: \$300 (\$25/month)
Approved: \$300
- TOTAL REQUESTED: \$300**
TOTAL APPROVED:

9. UW-Extension

- Requested from home committee
 - New Laptop Computer(s) 1 [813]
Requested: \$1,200
Approved: \$1,200
 - New Desktop Computer(s) 1 [813]
Requested: \$700
Approved: \$700
 - New Monitor 1 [813]
Requested: \$370
Approved: \$370
- TOTAL REQUESTED: \$2,270**
TOTAL APPROVED:

10. Treasurer

- Requested from home committee
 - GCS software updates & technical support (includes Tax Lister office) [248]
Requested: \$12,730
Approved: \$12,730
- TOTAL REQUESTED: \$12,730**
TOTAL APPROVED:

11. Personnel

- Requested from home committee
 - New Printer [813]
Requested: \$605
Approved: \$605
- TOTAL REQUESTED: \$605**

TOTAL APPROVED:

12. Veteran's Office

- NOT Requested from home committee
 - New Scanner [813]
Requested: \$500
Approved: \$0
- TOTAL REQUESTED: \$500**
TOTAL APPROVED:

13. Sheriff's Office

- Requested from home committee
 - New Desktop Computer(s) 2 [813]
Requested: \$2,260
Approved: \$2,260
 - New Laptop Computer(s) (Toughbooks) 5 [813]
Requested: \$4,590
Approved: \$22,789.20
- TOTAL REQUESTED: \$25,049.20**
TOTAL APPROVED:

14. Emergency Management

- Requested from home committee
 - Office License(s) 2 [813]
Requested: \$659.68
Approved: \$659.68
- TOTAL REQUESTED: \$659.68**
TOTAL APPROVED:

15. IT

- Replay (backup software) gold maintenance renewal [248]
 - **\$5,346.60**
 - Barracuda Archiver renewal (Due August 2013) [248]
 - **\$1,300**
 - Cisco Smartnet renewal (Due January 2013) [248]
 - **\$1,100**
 - Website hosted by State [248]
 - **\$780**
 - Internet Connection (Admin Bldg) [248]
 - **\$6,300**
 - VIPRE (Antivirus) Renewal [248]
 - **\$4,200**
 - Point to Point Radio Link [813]
 - **\$32,000**
- TOTAL REQUESTED: \$34,972.40**
TOTAL APPROVED:

• **TOTAL REQUESTED: \$149,603.48**

1. 2012: \$155,482.47

- 2. 2011: \$154,076.03**
- 3. 2010: \$95,081.54**
- 4. 2009: \$114,457**
- 5. 2008: \$47,979.25**
- 6. 2007: \$52,731**

Don Splinter made a motion, seconded by Dwight Nelson to approve all the IT Requests for 2013 of \$149,603.48. Motion carried.

IT Budget: Jeff Anderson, Information Services Manager submitted his 2013 budget to the committee for approval in two forms 0% increase and 1% increase. Dwight Nelson made a motion, seconded by Vern Lewison to approve both versions to submit to Finance for the final decision. Motion carried.

Adjournment: Dwight Nelson made a motion, seconded by Lester Jantzen to adjourn the meeting pursuant to the next meeting of September 26, 2012 at 9:00 a.m. Motion carried.