

PUBLIC PROPERTY/TECHNOLOGY COMMITTEE MINUTES

March 27, 2013

The Public Property/Technology Committee of the Grant County Board of Supervisors met in the Grant County Administration Building, Lancaster, WI Room 266 on March 27, 2013 at 9:00 a.m. pursuant to the adjournment of the February 27, 2013 meeting.

The meeting was called to order by Chair Vincent Loeffelholz. The County Clerk, Linda K. Gebhard 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, Dwight Nelson, Robert Keeney, Vincent Loeffelholz, Vern Lewison and Carol Beals who came late. Larry Wolf, County Board Chair was also present.

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

Minutes: Robert Keeney, seconded by Don Splinter, made a motion to approve the minutes of February 27, 2013. Motion carried.

Correspondence: Linda Gebhard, County Clerk, informed the committee that the Lancaster JC's had called to ask permission to use the Courthouse Lawn on March 23, 2013 for the Kid's Easter Egg Hunt. Vince Loeffelholz was contacted by the County Clerk for permission because there would not be a committee meeting prior to their request.

County Building Signage: The committee discussed different possibilities for the no carry weapon signs for all county owned buildings and the sign that will need to be posted at the entrance doors of the Courthouse stating "All persons, including their personal belongings, may be searched upon entrance into this building" which was recommended by Todd Infield, Corporation Counsel to be installed. No decisions were made at this time. Linda Gebhard, County Clerk was instructed to bring samples of signs back to the April committee meeting so the committee could act on this issue.

Courthouse Lawn Mowing bids: The sealed bids received for the new two year contract for the Lawn mowing and care for the Courthouse Lawn was opened:

1. Nathan L. Napp, Napps Lawn Mowing Service, 4486 Hwy 18, Fennimore, WI 53809 sent a bid for \$350.00 per mowing.
2. Muench's Lawn Care and Snow removal, LLC, 9896 County Hwy. K, Lancaster, WI 53813 sent a bid for \$95.00 per mowing or \$2185.00 for the annual mowing of the lawn.
3. New Image Landscaping, 220 Union Street, Bloomington, WI 53804 sent a bid for \$60.00 per mowing.
4. Oak Street Curb Appeal, Bob Blindert, 604 W. Oak Street, Boscobel, WI 53805 sent a bid for \$47.50 per mowing, (stipulation: Rate would increase to \$48.00 if gas prices rise above \$4.00 per gallon).

Don Splinter, seconded by Carol Beals, made a motion to accept the bid of \$47.50 from Oak Street Curb Appeal, Bob Blindert, Boscobel to award the two year contract for lawn care for the Courthouse Lawn starting April 1, 2013 to December 31, 2014. Motion carried.

Maintenance: Mark Udelhofen, Courthouse maintenance handed out the billing from Alliant showing the committee the savings the county saw from installing the new boiler in the Courthouse, the saving was \$700.00. Focus on Energy will be sending an additional \$1000.00 rebate for this project to the County.

Mark has contacted Giese from Dubuque to come and seal some of the glass panes in the dome that are leaking once the weather straightens out.

Mark also informed the committee that maintenance will be looking into renting a “cherry picking” device to help in cleaning the Courthouse and upper windows of the Administration Building. Robert Keeney suggested contacting Eastman Cartwright as well as Gassers for prices to rent this piece of equipment.

Terry Clark, Administration Building maintenance informed the committee there will have to be some maintenance work done on the generator for the Administration Building. It was installed in July of 2010 and has not had a maintenance check since. Schmidt Electrical Construction LLC was contacted to do the maintenance check, estimated cost of \$416.25. They will also submit a maintenance contract for a yearly maintenance check for the future which will be submitted to the Public Property Committee for approval. Carol Beals asked if this would have to be sent out for bids, Terry Clark stated that Schmidt Electrical are the only Kohler dealers in our area, they have the certifications required to work on these generators.

Robert Keeney, seconded by Dwight Nelson, made a motion to request a Yearly Maintenance Contract bid from Schmidt Electrical Construction LLC to be submitted to the committee in April for approval. Motion carried.

Terry was asked about the water leak in the back of the Administration Building. He has contacted Highway to seal the base of the building and he is going to reseal over that seal with a larger area sealant that should protect it adequately. There was some speculation also that an old drain field from the city was left unfilled under the alleyway when construction was done for the Administration Building. Terry will talk to Dave Kurihara, City Clerk for further information regarding this issue.

Insurance: Randy Peterson, TRICOR, handed out information on Cyber Liability. The committee felt this is a growing problem that will need to be visited periodically in the future to stay on top of the issues. Randy felt, at this time; the County is covered through Travelers, he feels it is adequate coverage with third party liability coverage, each wrongful act limit of \$1,000,000. Randy felt that the County Handbook covers this issue for the employee’s very well. He stated that the Homeland Protection Web Site has excellent information regarding this issue if any of the members wanted more. Randy warned the committee; one of the biggest issues in Cyber attacks is the use of credit card payments online. Jeff Anderson stated that the County will be increasingly using this form of payment in the future and that will probably have to be addressed in the future.

IT Update: Jeff Anderson, Information Technology Director, informed the committee that his department is in the process of researching a wireless system at the fair grounds so it can be utilized inside and outside the buildings covering all the area at the fair grounds. There had been requests for this service by different organizations that have utilized the grounds for their functions. Discussion included the cost of this service, whether it would be a yearly fee, or maintenance agreement fee. This is in the preliminary process and his department is looking at a system with a cloud based controller, which would be included in the yearly licensing. If a hardware controller would be utilized, it would add to the cost.

Jeff informed the committee that he had received a message from the Multi-State Information Sharing and Analysis Center (MS-ISAC) stating that in April of 2014, Windows XP will be expiring, there will no longer be upgrades furnished for that system. This would affect at least 140 computers in the County. Jeff is looking into an upgrade to Windows 7 or 8. With this upgrade, the committee questioned Jeff as to networking the printers also. Jeff stated that all of this will come with a cost. He will be working on this for the 2014 budget.

Jeff also stated that the county Email Server which was installed in the fall of 2007 should probably be replaced. A CLOUD based email service was discussed, Jeff stated that might be hard to implement for the County because reliability of our internet connection has a tendency to fluctuate up and down.

Adjournment: Dwight Nelson, seconded by Lester Jantzen, made a motion to adjourn the meeting pursuant to the next meeting of April 24, 2014 at 9:00a.m. Motion carried.