

PUBLIC PROPERTY/TECHNOLOGY COMMITTEE MINUTES

June 26, 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 June 26, 2013 at 9:00 a.m. pursuant to the adjournment of the May 22, 2013 meeting.

The meeting was called to order by Chair Vincent Loeffelholz. The Deputy County Clerk, Karla K. Schwantes 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: Dwight Nelson, Carol Beals, Lester Jantzen, Don Splinter, Robert Keeney and Vincent Loeffelholz; Vern Lewison asked to be excused. Larry Wolf, County Board Chair was also present as was Joyce Roling, Personnel Director.

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

Minutes: Don Splinter, seconded by Dwight Nelson, made a motion to approve the minutes with one correction under "Insurance" second paragraph; the word "new" should be replaced with "near". Motion carried.

Correspondence: None

Request office move for Veterans Service Office: Carla McAndrew presented the possibility of the VSO move from its current location to Room 141 currently used by the Zoning/Sanitation Department. This room would be larger than current office; with the capability of building a petition for Tim's privacy while still allowing other staff to remain in outer office area. Building study had moved VSO to this location. Robert Keeney motioned to have VSO present a cost for construction of petition in room 141, seconded Dwight Nelson. Cost projection will be brought to the July meeting. Motion carried.

Personal Cell Phone Reimbursement Policy: Employees in the Emergency Management Department are currently carrying two cell phones with them; one personal and one county phone. Steve Braun's home committee recommended he request a policy be adopted to allow reimbursement to their personal cell phone account due to the need to have a smart phone with e-mail and internet access. His department also has the need for be available 24 hours a day. Joyce will survey department heads for needs within their departments. Suggestion also made to check legal language, particularly regarding open records. Results of survey and legal recommendations to be brought back to committee.

Maintenance: Mark Udelhofen, Courthouse Maintenance, informed the committee that the roof did not leak during all the current rain storms. The Blue Boy Fountain has been sealed and water turned on. Rope has been replaced on flagpole.

Mark would like to know the committee's recommendation for the second boiler needed in the Courthouse. We can still receive a rebate of \$1,000.00 from focus on energy and Steve Fritz would need some heads-up time to order boiler. Carol Beals made a motion to purchase the second boiler out of 2013 budget or carryover dollars to be replenished from 2014 budget; seconded by Lester Jantzen. Motion carried.

Lawn is being kept up.

Terry Clark, Administration Maintenance, still having rainwater issues in basement; checking out options.

One chiller motor is down, problem is in relay switch. Control panel has been replaced, but will need to come up with some form of protection for this panel. Coils on chillers also need protection from the elements.

Insurance: Marty Malloy, A.J. Gallagher and Company, County has not had a loss time claims; however, there were a couple of late filed claims. Late claims can add 11% to cost for being late. Marty visited with Dawn regarding the late claims and departments were reminded to follow through with claims.

Randy Peterson, TRICOR, has nothing new; last claim was mid-February. He would be available to assist Joyce with cell phone policy if needed.

Brent Straka, TRICOR, first quarter health insurance report has been received and all is good.

HRA audit has been checked and a few errors were found. Medical Associates Health coverage did not experience problems regarding the HRA. However, Dean Health had some issues that should be corrected in the next two weeks. These issues will not occur next year.

2014 Desktop Upgrade: Jeff Anderson presented a licensing & software cost projection plan to create uniform computer systems within the County. Plan was presented at recent budget workshop with the Department Heads supporting this plan. This proposal would create an approximate increase of 31% to the Information Technology budget.

5 minutes recess requested

Reconvened at 10:00 a.m.

This plan will help streamline computer programming throughout the County. Jeff fielded numerous questions from committee members.

Motion made by Carol Beals to move forward with this request and reflect the increase on the 2014 budget, seconded by Robert Keeney. Motion carried.

Evaluation: Committee took a few minutes to look over Jeff Anderson's performance evaluation.

Closed Session: Motion by Carol Beals, second by Lester Jantzen to convene to closed session;

Roll called:	Yes	No	Absent
Robert Keeney	X		
Lester Jantzen	X		
Carol Beals	X		
Don Splinter	X		
Vince Loeffelholz	X		
Dwight Nelson	X		
Vern Lewison			X

Committee returned to open session at 11:30 a.m. on a motion by Dwight Nelson, second by Lester Jantzen. Motion carried

Adjournment: Carol Beals, seconded by Lester Jantzen made a motion to adjourn the meeting pursuant to the next meeting on July 24, 2013 at 9:00 a.m. Motion carried.