

PUBLIC PROPERTY/TECHNOLOGY COMMITTEE MINUTES

August 28, 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 August 28, 2013 at 9:00 a.m. pursuant to the adjournment of the July 24, 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: Dwight Nelson, Lester Jantzen, Don Splinter, Robert Keeney, Carol Beals and Vincent Loeffelholz. Vern Lewison asked to be excused.

Agenda: Lester Jantzen, seconded by Don Splinter made a motion to approve the amended agenda. Motion carried.

Minutes: Dwight Nelson, seconded by Carol Beals, made a motion to approve the minutes. Motion carried.

Correspondence: None

Maintenance: Mark Udelhofen, Courthouse Maintenance, submitted the bids that he had gotten to replace the carpet in the District Attorney's Office in the Courthouse. It has become a safety issue, the carpet is loose and has creases that could trip the employees or customers. Hermesen's ACE Home Center submitted a bid for \$5612.39 which includes 184 sq. yards of Mohawk Go Forward Tile carpet, tear up, install flooring and install transition. Wisconsin Woodworks, Inc. submitted a bid for \$6347.53 which includes carpeting, tear up, installing.

Motion was made by Carol Beals, seconded by Robert Keeney to accept Hermesen's ACE Home Center, Bloomington, WI bid of \$5612.39 to replace the carpeting in the District Attorney's Office. Motion carried.

Mark also gave the committee an update on some damage that had been done to the sidewalks and landscape by the machine that had been brought in to start assessing the brick on the outside of the Courthouse. Mark told the committee that the new boiler had been ordered.

Terry Clark, Administration Building Maintenance, submitted two bids for painting of the two offices that are vacant in the Administration Building. Kim and Cathy Martin submitted a bid for 8 hours \$544.00 or 10 hours \$680.00. The County will supply the paint. Klaas Construction LLC submitted a bid for \$800.00.

Don Splinter, seconded by Lester Jantzen made a motion to accept the Martin bid for \$17.00 an hour to paint the two vacated offices in the Administration Building with the contingency that they supply a proof of insurance Certification to the County. Motion carried.

Terry also submitted a quote from the Klaas Construction LLC for repair of the front entrance ceiling of the Administration Building. The bid included removal and replacement of the plaster and drywall with aluminum soffit material above the entrance door, materials \$250.00 plus labor \$500.00 for a total of \$750.00.

Carol Beals, seconded by Robert Keeney made a motion to accept the bid for \$750.00 from Klaas Construction, LLC to repair the entrance of the Administration Building. Motion carried.

Larry Wolf had submitted a request to the committee to invite Dr. Duane Ford of Southwest Technical College to be present at the September Public Property Committee meeting to inform the committee on the services the college could make available to the county. They have a Maintenance Facilities Manager who could help the county establish a schedule for future maintenance projects to keep the buildings in running order. The committee stated that they would like have them come and present what they have to offer. Presentation by Dr. Duane Ford, Southwest Technical College will be added to the September agenda.

Insurance: Marty Malloy, A.J. Gallagher and Company, stated that there had been one serious claim submitted. He commended Orchard Manor for working hard to get the employee back to work on light duty so there is less loss of time.

Marty stated that the way the workers comp experience modification was changed so there would probably be a 9% increase in the rates for 2014.

Randy Peterson, TRICOR, reported that the fair had gone very well, no claims were reported. All was well at this time.

Brent Straka, TRICOR, gave the committee an update on the HRA, all the problems of the overpayment had been dealt with. The Affordable Care Act is going forward; they are keeping on top of the issue making sure the County is in compliance with all the new insurance laws. Brent told the committee that Congressman Ron Kind would be holding informational sessions on the New Health Care Laws in Grant County; he invited the committee members to attend. The rollover process went well; TRICOR will offer more trainings for the employees if need be.

Public Property 2014 Requests:

County Clerk--\$3,274.20 Lease the postage meter for the Administration Building and Courthouse Offices. This request was approved by the Executive Committee. Don Splinter, seconded by Dwight Nelson, made a motion to approve this request. Motion carried.

Coroner--\$20,700.00 2014 Ram Tradesman Van from Ubersox. This request was approved by Law Enforcement Committee. Robert Keeney, seconded by Lester Jantzen, made a motion to approve this request. Motion carried.

Extension--\$350.00 for a security shredder. This request was approved by the Extension Committee. Don Splinter, seconded by Dwight Nelson, made a motion to approve this request. Motion carried.

Fair Maintenance—\$1100.00 for ten tables for the Youth and Ag Building; \$620.00 for a Windsor Sensor XP Vacuum cleaner; \$275.00 for a Stihl Chainsaw L180. Total request for \$1,995.00. All requests were approved by the Extension/Fair Committee. Robert Keeney, seconded by Dwight Nelson, made a motion to approve this request. Motion carried.

Fair Grounds--\$12,620.00 for Lawn Mower from Sloan for \$5,990.00; Paint for \$700.00; five dollies for bottom of garbage cans at \$250.00; Road care for \$5,000.00 and skid steer tires from Dewey Service for

\$680.00. All requests were approved by the Extension/Fair Committee. Motion was made by Carol Beals, seconded by Don Splinter to approve all the requests. Motion carried.

Health Department--\$2,100.00 for six chairs at \$350.00 per chair. Request was approved by the Health Department Committee. Don Splinter, seconded by Dwight Nelson, made a motion to approve this request. Motion carried.

Register in Probate--\$620.00 for four clear Tex chair mats at \$155.00 per mat. Request was approved by the Executive Committee. Carol Beals, seconded by Robert Keeney, made a motion to approve this request. Motion carried.

Sheriff—Total requested is \$18,200.00 which includes five Tasers at \$8,000.00; three Canon Cameras for \$5,300.00; three LED light bars for \$4,900.00. All requests were approved by the Law Enforcement Committee. Carol Beals, seconded by Robert Keeney, made a motion to approve all the requests. Motion carried.

Jack Johnson stated that there will be a balance of \$3,100.00 from the 2013 Public Property requests for seal coating and striping parking lot that will not be used in 2013. ****The Law Enforcement will be making a request to the Executive Committee to carry over the amount of \$3,100.00 to be used in 2014.**

IT 2014 Public Property/Technology Requests: Jeff Anderson, Information Services Director, submitted the IT Request to the committee totally \$248,872.63. Carol Beals, seconded by Robert Keeney, made a motion to approve all the 2014 IT requests as listed below. Motion carried.

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 (2013)

\$678.00	Computer with 21.5" LCD Monitor
\$329.84	Microsoft Office (Word, Excel, PowerPoint, Etc.)
\$1,007.84	Total Approximate Cost

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

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
 - New Desktop Computer(s) 1 [813]
Requested: \$1,130
Approved: \$1,130
 - GCS software updates & technical support [248]
Requested: \$4,290
Approved: \$4,290
- TOTAL REQUESTED: \$5,420**
TOTAL APPROVED:

3. CSZD Zoning & Sanitation

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

4. Finance Department

- Requested from home committee
 - New Laptop Computer(s) 1 [813]
Requested: \$2,080
Approved: \$2,080
 - Springbrook software updates & technical support [248]
Requested: \$22,435
Approved: \$22,435
- TOTAL REQUESTED: \$24,515**
TOTAL APPROVED:

5. Health

- Requested from home committee
 - Replacement Tablet Batteries 3 [813]
Requested: \$450
Approved: \$450
 - New Tablet Computer(s) 3 [813]
Requested: \$6,300
Approved: \$6,300
- TOTAL REQUESTED: \$6,750**
TOTAL APPROVED:

6. UW-Extension

- Requested from home committee
 - New Digital Camera 1 [813]
Requested: \$800
Approved: \$800
 - New Desktop Computer(s) 2 [813]
Requested: \$2,260
Approved: \$2,260
- TOTAL REQUESTED: \$3,060**
TOTAL APPROVED:

7. 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:

8. Register of Probate

- Requested from home committee
 - New Scanner [813]
Requested: \$459.63
Approved: \$459.63
- TOTAL REQUESTED: \$459.63**
TOTAL APPROVED:

9. Veteran's Office

- NOT Requested from home committee
 - New Desktop Computer(s) 1 [813]
Requested: \$1,130
Approved: \$0
 - New Printer [813]
Requested: \$400
Approved: \$0
- TOTAL REQUESTED: \$1,530**
TOTAL APPROVED:

10. Sheriff's Office

- Requested from home committee
 - New Laptop Computer(s) (Toughbooks) 11 [813]
Requested: \$31,383.00
Approved: \$31,383.00
- TOTAL REQUESTED: \$31,383.00**
TOTAL APPROVED:

11. IT

- Microsoft licensing [248]
 - **\$100,000.00**
- Replay (backup software) gold maintenance renewal [248]
 - **\$5,400**
- Barracuda Archiver renewal (Due August 2014) [248]
 - **\$1,300**
- Barracuda Encryption & Spam renewal (Due June 2014) [248]
 - **\$605**
- Cisco Smartnet renewal (Due April 2014) [248]
 - **\$3,300**
- 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: \$153,885

TOTAL APPROVED:

• **TOTAL REQUESTED: \$248,872.63**

1. **2013: \$149,603.48**
2. **2012: \$155,482.47**
3. **2011: \$154,076.03**
4. **2010: \$95,081.54**
5. **2009: \$114,457**
6. **2008: \$47,979.25**
7. **2007: \$52,731**

TOTAL APPROVED: All requests approved.

2014 IT Budget: Carol Beals, seconded by Lester Jantzen, made a motion to approve the proposed budget for IT. Motion carried.

Adjournment: Carol Beals, seconded by Lester Jantzen, made a motion to adjourn the meeting pursuant to the next meeting of September 25, 2013 changing the time to 8:30 a.m. Motion carried.