

## PUBLIC PROPERTY/TECHNOLOGY COMMITTEE MINUTES

September 25, 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 September 25, 2013 at 8:30 a.m. pursuant to the adjournment of the August 28, 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, Don Splinter, Robert Keeney, Carol Beals, Vern Lewison and Vincent Loeffelholz. Larry Wolf, County Board Chair was also present. Lester Jantzen had asked to be excused.

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

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

Correspondence: The County Clerk's office received a call from Gloria Fuller, High School Art Teacher to ask permission to place the banner in the Courthouse Lawn to promote their Art Fair on November 2, 2013. The committee approved the request.

Relocation for Finance Office: The committee took a break to tour the two vacant rooms in the Administration Building to help visualize the space needs for the relocation of the Finance Department. A motion was made by Robert Keeney, seconded by Donald Splinter, to allow the Finance Department to move the two employees in that office to the vacant Zoning/Sanitation office, removing the existing counter to allow for more room. Motion carried.

Southwest Technical College Maintenance Presentation: Doug Pearson, Director of Facilities, gave the committee a presentation on a service that the Technical College can offer to the County regarding long term maintenance planning. The college has a Work Force that could conduct facility assessments on all the County building and then set schedules for all building to keep them in compliance. This study can be as extensive as the County stipulates including the infrastructure of each building also parking needs, sidewalks, and any other aspect that could be a potential cost to the county. Trainings could be offered to the maintenance employees to help keep their skills in compliance, or if licensing is needed for certain tasks to be conducted in house.

It was decided by the committee to have the County Clerk, Linda Gebhard send the information that had been compiled for a Focus on Energy study to Doug Pearson, Director of Facilities so his department could establish a cost of this service to the county.

Maintenance: Mark Udelhofen, Courthouse Maintenance, stated that a leak started during the rain on the dome, Geise will be coming to do their fall inspection soon. Mark called Steve Fritz to see when the new boiler for the Courthouse would be installed, it is on order. The new carpeting for the District Attorney's office is scheduled to be laid the week of October 1<sup>st</sup>. While Hermesen Hardware is here installing the new carpet Mark asked permission to have them quote new carpeting for Judge Van De Hey's office.

Terry Clark, Administration Building Maintenance, stated that the total cost for the Veterans Office construction was \$3898.07 from Klaas Construction LLC. The door that had to be ordered will cost \$104.20; we were able to save some money on this cost because this door did not need to be a lockable door. Terry stated that the Administration Building entrance way is scheduled to be fix yet this fall. Terry updated the committee on the painting in the two vacant rooms. The painting has been completed, the County hired Catherine and Kim Martin as LTE's which took care of any liability issues and now we will have this service available for future painting projects.

Insurance: Marty Malloy, A.J. Gallagher and Company, stated that there had been a very low amount of claims submitted, this was very good. He updated the committee on some insurance reforms that were being discussed but had no final policies to submit to the committee.

Randy Peterson, TRICOR, reported that there was only one claim open at this time; he did not anticipate any further cost or issues with this for the County. He had no other issues to report.

Brent Straka, TRICOR, stated that he had been working on compliance issues with Personnel on the Act 10 mandates and in October the Part D Medicare notices will be out. Brent stated that the program offered through the Health Department to give flu shots to the employees is being set up.

IT Training: Jeff Anderson, Information Services Director, updated the committee on trainings that his staff will be attending. Shelley Reuter will be attending a Computer Concepts Course; Dana Andrews is attending a Networking Course. Jeff will be attending a Visionaire Conference in San Diego, CA with Law Enforcement; this will address the 911 system. Jeff anticipates more training in the future for the licensing for the County.

Budget 2014: Jeff resubmitted his budget for 2014 back to the committee for review. He stated that some of the amounts have now been finalized so he needed the committee's approval for his corrected budget. Carol Beals, seconded by Vern Lewison made a motion to approve IT's corrected Budget for 2014. Motion carried.

Raspberry Pi: Jeff gave a demonstration on the smallest production Computer which can be purchased for \$40.00. This computer is called a Raspberry Pi and was purchased by the County to be used for the training Shelly Reuter is attending.

Adjournment: Carol Beals made a motion, seconded by Dwight Nelson, to adjourn the meeting pursuant to the next meeting of October 23, 2013 at 8:30 a.m. Motion carried.