

## PUBLIC PROPERTY/TECHNOLOGY COMMITTEE MINUTES

October 23, 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 October 23, 2013 at 10:30 a.m. pursuant to the adjournment of the September 25, 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, Lester Jantzen, Vern Lewison and Vincent Loeffelholz. Larry Wolf, County Board Chair was also present. Carol Beals had asked to be excused.

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

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

Correspondence: The County Clerk's office received a call from Amy Bell Kwallek, Executive Director Lancaster Area Chamber of Commerce to ask permission from the committee to use the Courthouse for their annual Santa at the Courthouse and lighting of the Christmas tree on December 7 and 14. Don Splinter, seconded by Vern Lewison, made a motion to approve this request for the Lancaster Chamber of Commerce. Motion carried.

Southwest Technical College Maintenance Information: Doug Pearson of Southwest Technical College sent the quote for the services that the college could offer the County for maintenance planning.

- Architectural, interiors, mechanical, coordination, reporting writing, meetings with Grant County Staff—up to 80 hours = \$8,970.00
- Electrical Assessment = \$8,000.00
- Roofing Assessment = \$2,000.00

Total Facilities Assessment Investment cost to the county would be \$19,870.00.

The Facilities Assessment would be held by Doug Pearson, Southwest Tech Director of Facilities and include a visual inspection of all systems and components. It would include a photo, description, tag number, assessment of condition and estimate of probable replacement costs. The electrical assessment is a little more detailed and requires a licensed electrician to remove panel covers to inspect the connections and condition of breakers and grounding systems. The Grant County owned facilities to be included in this assessment are:

- Administration Building
- Courthouse
- Sheriff Department
- Highway Department
- Orchard Manor
- Social Services
- Fairgrounds

After discussion, Lester Jantzen, seconded by Dwight Nelson, made a motion to postpone any action on this issue until the November meeting. The committee would like to have Doug Pearson, Southwest Tech Director of Facilities and the Department Heads from each of the facilities involved to be present at that meeting for further discussion. Motion carried.

Maintenance: Mark Udelhofen gave the committee an update on the Courthouse. The second new boiler for the Courthouse is ready to be installed once the old boiler has been removed. A bid for carpeting for the Judges area has been received from Hermesen's Home Center for \$4,075.64. This carpeting will be installed in 2014.

Terry Clark gave an update on the Administration Building. The painting in the County Clerk's office has been completed, ready to have the Tax Description Office move into the vacant space. The IT Department will then take over the Tax Description vacated area.

2014 Dental Insurance Options: Brent Straka, TRICOR, presented to the committee Dental Insurance Options that had been received when going out on the market for dental coverage. The Dental Coverage Benefit is a volunteer program that is offered to the employees. Open enrollment for the County is in November. Met Life will offer a \$17,842.44 savings over the current Dental Coverage Policy offered to the employees.

Vern Lewison made a motion, seconded by Robert Keeney, to approve the change and send Met Life Coverage information to the Employees for the open enrollment period so they are aware of the Carrier change effective January 1, 2014. Motion carried.

Insurances: Brent also gave the committee an update on the HRA, all is working fine, TRICOR is working on the Health Care Reform with the employees. They are getting ready for the open enrollment that will be in November.

Marty Malloy, A.J. Gallagher and Company was not present.

Randy Peterson, TRICOR, reported that there were no changes, some small claims still out; one open larger claim but TRICOR does not anticipate any issues on this.

IT Update: Jeff Anderson, Information Services Director informed the committee that October was Cyber Security Awareness Month. His department has furnished all the County Departments with information regarding this. Jeff has conducted security training for the Health Department employees and hopes to hold more of these trainings in the future.

New Door for IT Department: Jeff asked the committee for permission to go forward in the process to expand the IT Department into the Tax Description vacated area. Bids will be needed for possible new construction in that area. The committee discussed different possibilities to make the space more accessible and useful for the IT Department.

Lester Jantzen, seconded by Vern Lewison made a motion to approve the request to further research IT needs and go out for bids on any new construction making sure any architectural changes are safe. This information is to be brought back to the committee next month for further discussion and possible action. Motion carried.

Adjournment: Don Splinter, seconded by Dwight Nelson made a motion to adjourn the meeting pursuant to the next meeting on November 27, 2013 at 9:00 a.m. Motion carried.