

PUBLIC PROPERTY/TECHNOLOGY COMMITTEE MINUTES  
June 25, 2014

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 25, 2014 at 9:00 a.m. pursuant to the adjournment of the May 28, 2014 meeting.

The meeting was called to order by Carol Beals, Chair. The Deputy County Clerk, Karla K. Schwantes verified that the meeting was in compliance with the open meeting law posted in three places and published on the County Web Site.

The following committee members were present: Dale Hood, Dwight Nelson, Lester Jantzen, Vern Lewison, Donald Splinter and John Beinborn; Robert Keeney, County Board Chair also present.

Agenda: Dale Hood, seconded by John Beinborn, made a motion to approve the agenda. Motion carried.

Minutes: Dwight Nelson, seconded by Donald Splinter, made a motion to approve the minutes of May 28, 2014. Motion carried.

Insurance: Jenna Goodrich, A. J. Gallagher & Company, introduced to committee by Joyce Roling. Committee introduced themselves to Jenna. Currently have 18 open claims (Orchard Manor, Sheriff and Highway) this is normal for Grant County. County is following protective measures to prevent on the job injuries. Dawn is handling all claim losses well.

Randy Peterson, Tricor, informed committee that insurance covered is in place for Grant County Fair. Prior to the fair getting underway, a walk through is done with staff to observe any problem areas and correct any problems.

Brent Straka, Tricor, no outstanding issues with health, dental or claims.

Correspondence: Bob Keeney received a call from Katy Pitzen requesting a sign on the courthouse lawn for "Avery's Race" on July 19<sup>th</sup>, 2 weeks before and removal right after. Motion made by John Beinborn, 2<sup>nd</sup> by Lester Jantzen to grant request. Motion carried.

Handicap Restrooms at Youth and Ag Center: Amy Olson, Fair Manager, informed committee that the Ag & Extension Education/Fair Committee agreed with Option A to locate restroom at the north exit area of the building. Amy was directed to include this in her 2015 budget.

Maintenance: Mark Udelhofen, Courthouse Maintenance, reported that the air conditioner has been repaired and work well. No issues with restoration project. No leaks in dome. Carol complimented Mark on the nice flowers around the flag pole, questioned why new wood chips had not been placed around landscaping. Mark will check availability of money for wood chips.

Terry Clark, Administration Maintenance, presented new signage suggestions to the committee. Current signs are not correct to direct visitors to offices' they are looking for on first floor. Some of the office signs are not located well, some are missing and some offices do not have signage. After discussion, it was determined that a safety inspector should conduct a walk through to determine if the

building is meeting ADA requirements. Suggestions were loss control personnel from insurance company or staff from ADRC could inspect the Administration Building. This item was postponed for an update next month.

Courthouse Renovation: Project moving along well. A semi load of stones were taken to Chicago last week for revitalization. Some of the stone will be replaced in a few weeks. Our Court system is adjusting to noise levels and adapting to progress. A larger crew is expected in the coming weeks.

Camera: A camera has been installed on the third floor of the Administration Building. This was done to document the building restoration and observe activity on the square. Project is still in the working stage. Since leaves have matured on trees, visibility has been lost. Current system not permanent, Jeff is open to suggestions for a more permanent system. Also, searching for software appropriate for preserving film; Jeff working on this project.

Technology department busy installing some new software for departments, new equipment and maintaining all systems. Department currently has one intern on staff hoping to add additional intern this fall.

Closed session: Public Property & Technology committee convened to closed session at 9:40 a.m. on a motion by Dwight Nelson, 2<sup>nd</sup> by Lester Jantzen.

|                 |            |           |
|-----------------|------------|-----------|
| Roll call:      | <u>Yes</u> | <u>No</u> |
| Carol Beals     | X          |           |
| John Beinborn   | X          |           |
| Dale Hood       | X          |           |
| Lester Jantzen  | X          |           |
| Vern Lewison    | X          |           |
| Dwight Nelson   | X          |           |
| Donald Splinter | X          |           |

Motion carried, committee convened in closed session per state statute 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation date of any public employee over which the governmental body has jurisdiction or exercises responsibility as it relates to the performance evaluation of the IT Director.

Returned to open session: Motion made by Vern Lewison, 2<sup>nd</sup> by Lester Jantzen to return to open session. Motion carried.

Public Comment: None

Adjournment: John Beinborn, 2<sup>nd</sup> by Dwight Nelson, made a motion to adjourn the meeting pursuant to the next meeting on July 23, 2014 at 9:00 a.m. Motion carried.