

PUBLIC PROPERTY/TECHNOLOGY COMMITTEE MINUTES

August 27, 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 August 27, 2014 at 9:00 a.m. pursuant to the adjournment of the July 23, 2014 meeting.

The meeting was called to order by Carol Beals, Chair. The County Clerk, Linda K. Gebhard 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: Carol Beals, Lester Jantzen, Dwight Nelson, Vern Lewison, Dale Hood, Donald Splinter, and John Beinborn. Robert Keeney, County Board Chair was also present.

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

Minutes: Dwight Nelson, seconded by, Donald Splinter, made a motion to approve the minutes of July 23, 2014. Motion carried.

Insurance: Jenna Goodrich, A. J. Gallagher & Company, reviewed the claim history. There are five open claims that they will be working on, all looks very good with the claims history. A.J. Gallagher & Company will conduct a tour to walk through the Orchard Manor facility to determine if any additional training would be beneficial for potential problems in the future. Dawn Mergen and Orchard Manor staff will be included on this tour.

Randy Peterson, TRICOR, stated that there is one old claim that will close soon, no new ones. Randy stated that during the fair there had been on incident with one of the Racing Promoters who supplied a questionable Certificate of Insurance to Amy Olson, Fair Manager TRICOR does not handle coverage for the races. The Promoter had to purchase the insurance immediately and the proper documentation was then supplied to Amy Olson. Randy stated that in the future there will be more inspections made which will be very beneficial.

Brent Straka, TRICOR, reported that the HRA roll over's have been completed and the process went very well. They are currently working on the 2015 renewals; there are no ongoing claims at this time. They had been working with Personnel on the affordable care act to make sure the county is in compliance with all the requirements, all is going well.

Going out for Bids on County Insurances: Joyce Roling, Personnel Director, handed out a spreadsheet she had compiled regarding the years the county insurances had been changed. Joyce stated the Orchard Manor Liability, Work Comp and Public Employee Dishonesty had been in existence since 2007, she suggested this coverage's be discussed with the current Insurance Representatives.

Randy Peterson stated that typically the spring of the year is when you go out for bids and the RFP's should be built into the budget for that process. Consultant fees could be very costly also.

Dale Hood, seconded by John Beinborn made a motion to table this discussion until after the County Board members attended the WCA Convention in September at which time they could meet with County Mutual and other insurance vendors to obtain more information on what may be available in the market place for Grant County. Motion carried unanimously.

Correspondence: None

Maintenance: Mark Udelhofen, Courthouse Maintenance, reported that the new Treatment Court Coordinators office had been completed. The dome had a few leaks, Giese will be coming to inspect and caulk the leaks. The Courthouse refurbishing project seems to be going well.

Terry Clark, Administration Maintenance, all was going well in the Administration Building. The Department signage would be the next issue to deal with. Linda K. Gebhard, County Clerk asked that that issue be tabled for now until next year.

Courthouse Renovation: Robert Keeney, Chair reported that another load of stone from the windows will be sent to Chicago to re-cut them; one load has been sent back to the county and will be replaced. About 60 to 75 percent of the stone and brick on the Courthouse have been taken out in preparation for installation of the new stone.

Public Property 2015 Requests:

Law Enforcement:	Five Tasers	\$6500.00
	1 Evidence Alternative Light Source	\$2000.00
	2 Video Camera	\$8000.00
	3 LED Light bars	\$4900.00
	2 Stalker Radar Units	<u>\$3000.00</u>
	Total Request	\$24,400.00

John Beinborn, seconded by Don Splinter made a motion to approve the request for Law Enforcement making a recommendation to send on to the Executive Committee for their approval. Motion carried.

Health Department	3 Automatic Medication Dispensers	<u>\$2400.00</u>
	Total Request	\$2400.00

Dwight Nelson, seconded by Vern Lewison made a motion to approve the request for Health Department making a recommendation to send on to the Executive Committee for their approval. Motion carried.

Orchard Manor	Cooling System for Computer Room	<u>\$4800.00</u>
	Total Request	\$4800.00

Don Splinter, seconded by Dale Hood made a motion to approve the request for Orchard Manor with a stipulation if a cheaper unit could be purchased Orchard Manor should do so, making a recommendation to send on to the Executive Committee for their approval. Motion carried.

Youth and Ag	Handicap Restroom	<u>\$46,958.00</u>
	Total Request	\$46,958.00

Don Splinter, seconded by Dwight Nelson made a motion to approve the request for Youth and Ag making a recommendation to send on to the Executive Committee for their approval. Motion carried.

Fair Grounds	Paint	\$500.00
	Road Care	\$5000.00
	Truck for Fairgrounds	<u>\$3000.00</u>
	Total Request	\$8500.00

Dwight Nelson, seconded by John Beinborn made a motion to approve the request for Fair Grounds making a recommendation to send on to the Executive Committee for their approval. Motion carried.

District Attorney	Shredder	<u>\$700.00</u>
	Total Request	\$700.00

Don Splinter , seconded by John Beinborn made a motion to approve the request for District Attorney with a stipulation to continue to look for a cheaper unit, making a recommendation to send on to the Executive Committee for their approval. Motion carried.

Clerk of Court	Office Table	\$177.00
	8 Counsel Chairs (\$250.00)	<u>\$2000.00</u>
	Total Request	\$2177.00

Lester Jantzen, seconded by Dale Hood made a motion to approve the request for Clerk of Court making a recommendation to send on to the Executive Committee for their approval. Motion carried.

County Clerk	Postage Meter Lease	<u>\$3274.20</u>
	Total Request	\$3274.20

Don Splinter, seconded by Lester Jantzen made a motion to approve the request for County Clerk making a recommendation to send on to the Executive Committee for their approval. Motion carried.

County Clerk Maintenance	Carpet Judge VandeHey Offices	<u>\$4058.87</u>
	Total Request	\$4058.87

Don Splinter, seconded by Lester Jantzen made a motion to approve the request for Maintenance County Clerk making a recommendation to send on to the Executive Committee for their approval. Motion carried.

Extension	Desk Counter Entryway	\$3000.00
	Portable Screen	<u>\$308.00</u>
	Total Request	\$3308.00

John Beinborn, seconded by Don Splinter made a motion to approve the request for Extension making a recommendation to send on to the Executive Committee for their approval. Motion carried.

Carol Beals called for a ten minute recess.

IT 2015 Public Property Technology Requests: Jeff Anderson, Information Technology Director submitted the following Technology Request to the committee for their approval.

Dale Hood, seconded by John Beinborn made a motion to approve all the technology requests for a total of **\$248,611.32**; making a recommendation to send on to the Executive Committee for their approval. Motion carried.

The following are approximate values for each item:

\$800	HP Desktop Computer
\$1,200	HP Laptop
\$400	B&W Laser Printer

The approximate cost per machine (2014)

\$623.00	Computer with 21.5" LCD Monitor
\$0.00	Microsoft Office (Word, Excel, PowerPoint, Etc.)
\$623.00	Total Approximate Cost

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

The approximate cost per machine (2011)

\$536.96	Computer with 19" LCD Monitor
\$316.41	Microsoft Office (Word, Excel, PowerPoint, Etc.)
\$853.37	Total Cost

1. Social Services

▪ Requested from home committee

- New Desktop Computer(s) 4 [813]

Requested: \$3,200

Approved:

\$3,200

- New Laptop Computer(s) 2 [813]

Requested: \$2,400

Approved:

\$2,400

- Mounted Projector 1 [813]

Requested: \$1,000

Approved:

\$1,000

- Replacement Copier [813]

Requested: \$2,714

Approved:

\$2,714

TOTAL REQUESTED: \$9,314

TOTAL APPROVED:

2. Register of Deeds

▪ Requested from home committee

- GCS software updates & technical support [248]

Requested: \$3,490

Approved:

\$3,490

TOTAL REQUESTED: \$3,490

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
 - Springbrook software updates & technical support [248]
 Requested: \$22,765
 Approved: \$22,765

TOTAL REQUESTED: \$22,765
TOTAL APPROVED:

5. Health

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

TOTAL REQUESTED: \$6,900
TOTAL APPROVED:

6. UW-Extension

- Requested from home committee
 - Laptop Power Adapters 2 [813]
 Requested: \$50
 Approved: \$50
 - New Laptop Computer 1 [813]
 Requested: \$1,200
 Approved: \$1,200

TOTAL REQUESTED: \$1,250
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. County Clerk

- Requested from home committee
 - Replacement Copier [813]
 Requested: \$5,050
 Approved: \$5,050
 - New Printer [813]
 Requested: \$400
 Approved: \$400

TOTAL REQUESTED: \$5,450

TOTAL APPROVED:

9. District Attorney

- Requested from home committee
 - New Scanner 3 [813]
Requested: \$1,380
Approved: \$1,380
 - New Printer [813]
Requested: \$400
Approved: \$400
- TOTAL REQUESTED: \$1,780**
TOTAL APPROVED:

10. Clerk of Court

- Requested from home committee
 - Replacement (Refurbished) Copier [813]
Requested: \$895
Approved: \$895
- TOTAL REQUESTED: \$895**
TOTAL APPROVED:

11. Orchard Manor

- Requested from home committee
 - New Desktop Computer(s) 6 [813]
Requested: \$4,800
Approved: \$4,800
 - New Color Printer 1 [813]
Requested: \$2,000
Approved: \$2,000
 - New Black/White Printer 2 [813]
Requested: \$300
Approved: \$300
 - Replacement Copier/Fax 1 [813]
Requested: \$900
Approved: \$900
- TOTAL REQUESTED: \$8,000**
TOTAL APPROVED:

12. Sheriff's Office

- Requested from home committee
 - TriTech Evidence Room Software & Training [248]
Requested: \$5,258
Approved: \$5,258
 - ComElec MCC-5500 Paging Software [248]
Requested: \$4,000
Approved: \$4,000
 - Computers for Paging Software 4 [813]

Requested:	\$2,404.32	
Approved:		\$2,404.32
• New Desktop Computer(s) 3 [813]		
Requested:	\$2,400	
Approved:		\$2,400
• New Printers 3 [813]		
Requested:	\$400	
Approved:		\$400
TOTAL REQUESTED:	\$14,462.32	
TOTAL APPROVED:		

13. IT

▪ Microsoft licensing [248]		
• \$100,000.00 (\$35,000 of MS licenses funded from sales tax carryover)		
▪ Replay (backup software) gold maintenance renewal [248]		
• \$5,400		
▪ Barracuda Archiver renewal (Due August 2015) [248]		
• \$1,300		
▪ Barracuda Encryption & Spam renewal (Due June 2015) [248]		
• \$605		
▪ Cisco Smartnet renewal (Due April 2015) [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		
▪ Radio Maintenance [248]		
• \$4,200		
TOTAL REQUESTED:	\$158,085	
TOTAL APPROVED:		

17 desktops, 6 laptops (23 total machines) requested

- **TOTAL REQUESTED: \$248,611.32**

2014: \$248,872.63
2013: \$149,603.48
2012: \$155,482.47
2011: \$154,076.03
2010: \$95,081.54
2009: \$114,457
2008: \$47,979.25
2007: \$52,731

2015 IT Budget: Jeff Anderson, Information Technology Director submitted his 2015 Budget to the committee for their approval.

John Beinborn, seconded by Lester Jantzen made a motion to approve the Information Technology 2015 Budget making a recommendation to send on to the Executive Committee for final approval. Motion carried.

Update on Courthouse Renovation Project: Stephen E. Mar-Pohl and Chris Oddo updated the committee on the Courthouse Project. They have held nine informational meetings on Wednesday mornings so far to inform county employees on issues such as status safety, noise issues. They go over schedules to make sure all Departments are accommodated for the noise levels. They are in the process now of matching the stone perfectly finding the best match in Utah. It is a critical time now as the removal of the stone is almost completed and the replacement of the stone will begin. The scaffolding will be taken down as this process progresses.

Courthouse Restoration Scope Adjustment: Stephen E. Mar-Pohl explained that there will need to be an adjustment made in the scope of the work for the project on the Courthouse. They dug into the soil to expose the underground level of the stone on the Courthouse. They found that those stones had been cut at an angle making the current plans to reuse those stones not acceptable.

The adjustment cost will be \$73,210.00 in order to maintain the longevity of this project. The ultimate goal is to maintain the historical value of the Courthouse meeting the National Park requirements and make the Courthouse more serviceable.

Stephen stated that if there would be any more scope changes it would involve finding below grade cracked stones or repairs regarding water proofing. He projected that those costs would likely involve a few thousand dollars increase.

They are projecting the end of the project may be around November 15th to the end of November extending the end of the project out from the previous mark because of the six week delay they encountered in trying to match the stone perfectly. They had a slab of stone on site; it had a noticeable swirl in the grain which was not acceptable for a good match. They had to ship that slab back and proceeded to find a better match in the State of Utah. The original stone came from Bayfield, the Madeline Islands, those quarries have been closed down protected for their historical value, no stone may be taken from there presently.

Motion was made by Dale Hood, seconded by Vern Lewison to approve the additional scope to the project of \$73,210.00 so the Courthouse Project can continue forward. Motion carried unanimously.

Public Comments: Carol Schwartz, Orchard Manor Director asked the committee to discuss at a future committee meeting the possibility of transferring the responsibility and upkeep of the 52 Building to Social Services. Carol Beals, Chair directed the County Clerk, Linda K. Gebhard to add to the next agenda as an item for discussion.

Carol Beals also directed the County Clerk, Linda K. Gebhard to compile information regarding what departments own and are responsible for the upkeep on the current county buildings. And also include the various County Boat Landings in this scope of information; such as who owns the land where the landings are located. This information will be added as a line item on the September agenda for further discussion.

Adjournment: John Beinborn, seconded by Dwight Nelson, made a motion to adjourn the meeting pursuant to the next meeting of September 24, 2014 at 9:00 a.m. Motion carried.