

## PUBLIC PROPERTY COMMITTEE

February 24, 2016

The Public Property Committee of the Grant County Board of Supervisors met on Wednesday, February 24, 2016 at 9:00 a.m. in Room 266 of the Administration Building, Lancaster, WI pursuant to the previous meeting of December 2, 2015.

The meeting was called to order by Vice Chair John Beinborn at 9:00 a.m.; Chair Carol Beals arrived at 9:04 a.m. 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.

Members present: Donald Splinter, Dale Hood, John Beinborn, Dwight Nelson, Lester Jantzen, Carol Beals, and Vern Lewison. Robert Keeney, County Board Chair, Nancy Scott, Finance Director and Joyce Roling, Personnel Director was also present.

Agenda: Dale Hood, seconded by Lester Jantzen, made a motion to approve the amended agenda as written. Motion carried.

Minutes: Dwight Nelson, seconded by Lester Jantzen, moved to approve the October 28, 2015 minutes as written. Motion carried.

Correspondence: None

Maintenance: Mark Udelhofen, Courthouse Maintenance informed the committee we had received the proposal from WHV for \$34,280.00 to furnish and install new automated logic webCTRL hardware to replace the existing supervision hardware serving the HVAC building automation systems. NOTE: The proposal does not include any labor costs to work outside of normal weekday business hours or replacement of any control valves, damper actuators or any other end devices.

There was discussion on starting to replace all the emergency light fixtures with LED lights. Mark brought a quote from Professional Lighting Systems LLC regarding cost, savings and Focus On Energy rebate incentives. The committee felt Mark should try other vendors to see what they can offer. They suggested we plan for next year to include some of this cost in the budget for 2017.

Don Splinter made a motion, seconded by Dwight Nelson, to start converting the old bulbs with 24-7 LED bulbs first in the Administration Building, and to incorporate further costs to include the Courthouse in the 2017 maintenance budget. Motion carried

There was discussion regarding contacting Southwest Opportunity Center to contract with them some cleaning services for the Courthouse and the Administration Building to deep clean the bathrooms periodically. Joyce Roling, Personnel suggested we contract their service at least two times a month. Mark Udelhofen questioned if we needed them that often but to establish a system for these workers, it was felt that two times would be sufficient.

After discussion, John Beinborn, seconded by Lester Jantzen made a motion to contact Southwest Opportunity Center to line up cleaning service two times a month in the Administration Building and Courthouse to clean bathrooms, two clients with one supervisor at \$35.00 per hours. After a three month period, maintenance will report back to the committee to report on the progress of this arrangement.

Terry Clark, Administration Building presented a bill from Kramer Air Filter Corp for \$1,232.81 that was paid for a year's supply of filters.

Terry informed the committee that there has been a problem with the roof leaking on third floor, he would bring pictures and report back to the committee at the next Public Property/Technology Committee in March.

Facility Dude: Tony Butler and Daniel McCauley gave the committee a presentation regarding their services. Facility Dude, a division of Dude Solution, Inc. North Carolina Corporation based in Cary, North Carolina, develops and markets the following products and services:

1. MaintenanceEdge—a suite of three applications including Work Order, Work ORDre Wireless, Planned Maintenance.
2. Capital Forecast
3. Critical Alarm Automation
4. InventoryEdge
5. FacilitySchedule
6. Utility Trac
7. Utility Bill Automation Service
8. CrisisPlan
9. Faciltiy Condition Assessment
10. Mobile311
11. ConnectGIS

Facility Dude provides unlimited users and unlimited phone and email support for these products. They use a direct sales force to sell these products, they are the sole source for these products. Facility Dude is the only company certified to deliver, train and support these products, they is the only company that offers a full service Facility Condition Assessment that automatically populates the equipment and condition assessment data into the Facility Dude suite of solutions.

Short break was taken.

After discussion the committee asked Robert Keeney, Chair to arrange to have Facility Dude hold a presentation at the next county board meeting in March to introduce their service to the full county board and department heads for their consideration.

Insurance: Randy Peterson, TRICOR, American Appraisal has completed their re-appraisal of the Courthouse. They raised the appraisal to \$14,709,000 raising it about 6 million dollars. It is insured for 10 million, \$1000.00 deductible; there is 90 million blanket coverage on all the county buildings.

Workers Compensation—Randy reported the claims were all minor, no loss time claim and only two late reported claims, all is going well. A seminar was held for all the department heads on getting the employees back to work as soon as possible, this is the best way to control the modification rate for the county.

Brent Straka, TRICOR, reported Dean Health HMO is now paying the providers directly; the implementation of the process has worked very well. They are working on the roll over; end of March is the dead line to compete this process.

American Appraisal: County Clerk asked for a motion to pay the remaining amount to American Appraisal. There was \$10,000.00 put into an account to pay for the appraisal process. To date \$9,860.00 has been paid out previously to American Appraisal. There is a balance due of \$1,340.00.

Lester Jantzen, made a motion seconded by Dan Splinter to pay \$140.00 out of the Consultant Account and \$1,200.00 will be paid out of the Public Property Insurance Carryover Funds. Motion carried.

IT Technician: Jeff Anderson, Information Technology Director introduced Jacob McCulley, he is now a full time employee for the IT Department. His main job has been standardizing the county computers. He had worked on this as an intern so it has been a smooth transition for him. Jacob thanked the committee for the opportunity to work full time for Grant County.

IT Air Conditioner: Jeff updated the committee on the new air conditioned room made to store the servers. A ceiling air conditioning units was installed taking the heat out of the room, they will begin the process in moving all the servers into this room.

LEAN: Jeff demonstrated to the committee the IT Departments Help Ticket project they took on in the LEAN training, showing how this new way of thinking has saved them time in some of methods they had used in the past and they feel it has made their department more efficient.

Raspberry Pi Demonstration: Jeff had Courtney Blindert demonstrate her project in working with RaspberryPi. She had this as a project in the training she took at Southwest Wisconsin Technical College. She programmed a RaspberryPi to use with her laptop so she could utilize her printer without having to plug and unplug her computer cords each time she wanted to send data for printing.

Public Comment: None

Adjournment: Dwight Nelson, seconded by John Beinborn, made a motion to adjourn pursuant to the next meeting on March 23, 2016 at 9:00 a.m. Motion carried.