

PUBLIC PROPERTY/TECHNOLOGY COMMITTEE

April 26, 2017

The Public Property/Technology Committee of the Grant County Board of Supervisors met on Wednesday, April 26, 2017 at 9:00 a.m. in Room 266 of the Administration Building, Lancaster, WI pursuant to the previous meeting of March 22, 2017.

The meeting was called to order by Chair Carol Beals at 9:00 a.m. Linda K. Gebhard, County Clerk 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: Carol Beals, Dwight Nelson, Donald Splinter, Dale Hood, Lester Jantzen, John Beinborn, and Dan Timmerman.

Agenda: Dwight Nelson, seconded by Dale Hood made a motion to approve the amended agenda as presented. Motion carried.

Minutes: Lester Jantzen, seconded by John Beinborn made a motion to approve the minutes of March 22, 2017 as presented. Motion carried.

Correspondence: None

Request to use \$5,000.00 for cement work at the Youth and Ag Center from Public Property road care: Amy Olson, Fair Manager asked for the committee's approval to use \$5,000.00 out of the Public Property Road Care money for cement work and landscaping needed on the sidewalk and entry way for the Youth and Ag Building. M & M Concrete has been approved by the Youth and Ag/Fair Committee to complete the work for \$11,395.00. Amy is requesting to use the \$5,000.00 out of the Public Property that was designated to do road work at the fair grounds and use towards the cement project which is needed more for safety reasons this year. Amy stated they had done a lot of road care last year on the fair roadways last year; they are anticipating there will only be small patch work needed to be done on the roads this year which they can take out of their budget to complete.

Dan Timmerman, seconded by Don Splinter, made a motion to approve the use of Road Care money of \$5,000.00 to use for the cement project instead of Road Care for the Fair Grounds. Motion carried.

Insurance: Randy Peterson was not present at the meeting.

Courthouse Maintenance: Mark Udelhofen informed the committee a quote was received from GrassPro Lawn Care for \$4,020.00 for bark and landscape rock to replace at the Courthouse. There was discussion regarding what the previous contract states the company will offer for replacement of the landscaping issues; it has been a year since the Courthouse renovation was completed. There will have to be some clarification from County Board Chair regarding stipulations in previous contracts for the landscaping.

The committee addressed the installation of the Courthouse flag and lighting. County Board Chair, Robert Keeney has been working with Stephen Mar-Pohl, Architect and Irina Ragazin, Mead and Hunt on quotes for flag pole lighting. Robert Keeney was unable to attend the committee meeting; questions came up regarding if the installation was approved by the Grant County Historical Society and, if it was, did that include the design for lighting. The Committee discussed costs on interior lighting and exterior lighting, there seemed to be little information regarding who will provide the payment for these projects. Chair Robert Keeney indicated that Randy Oyen is comfortable to start installing the flag mid

to late May. There were questions to what extent had the Beautification Committee of Lancaster come up with for helping fund the projects. It was reported that Robert Keeney has received a letter of pledge for a donation of \$20,000.00 to go towards the flag project. There were questions raised could that money also be used toward the lighting or is it meant only for the flag installation.

Chair Carol Beals will contact Robert Keeney to find out what had been approved by the Historical Society; are there restrictions on the donated money, and what other money has been promised for these projects.

Dale Hood, made a motion, seconded by John Beinborn, to keep going forward with the intended date of late May to install the Courthouse flag and exterior lighting contingent on confirmation of the funds needed for the project and historical society approval for all components involved. Motion carried.

Mark Udelhofen informed the committee Focus on Energy sent the County a rebate to purchase 100 LED light bulbs for \$2.00 a piece; 50 for the Courthouse and 50 for the Administration Building.

Administration Building Maintenance: Terry Clark informed the committee there was one issue that he is currently working on. The air handling unit on the roof of the Administration Building has not been shutting down. Terry has called WHV to come and trouble-shoot the issue.

Facility Dude: County Board Chair and Lynda Schweikert, Facilitator will be working on a project to assess the counties current long range maintenance plan and develop a system that standardizes our policies and procedures while providing the county with a strategic plan for maintenance projects that require large investments. They will assess the current capital asset planning and maintenance operations to see if integrating it into the current computer maintenance program available will provide efficiencies and benefits to the county.

The Departments who have shown interest in participating so far are Highway, Dave Lambert; Orchard Manor, Matt Thill; Fair, Amy Olson; Sheriff, Don or Pete; ADRC, Miriah Glassbrenner. Anna Breeden will present Facility Dude and Robert Keeney will be the Team Leader.

Flag Update: Addressed this issue above in the Courthouse Maintenance.

Office Assistant II: Jeff Anderson, Information Technology Director introduces his new office assistant, Heidi Klaas. The Treasurer's Office and IT share Heidi's time.

IT Interns: The interns were unavailable to attend the committee meeting.

HR and Finance Springbrook Modules: Joyce Roling, Personnel and Nancy Scott, Finance Director are looking into HR/Finance Modules that will best fit the needs for the County.

New Building Project: Jeff Anderson did not have any updates regarding the new facility. He has been attending the construction planning meetings for the technology components.

Adjournment: Jeff Anderson stated he would not be able to attend the next Public Property/Technology Committee meeting on May 24, 2017. Chair Carol Beals asked if Jeff could supply a report that could be read to the committee or send someone else from his office.

Dwight Nelson, seconded by Lester Jantzen, made a motion to adjourn the meeting pursuant to the next meeting on May 24, 2017 at 9:00 a.m. Motion carried.