

PUBLIC PROPERTY/TECHNOLOGY COMMITTEE

August 23, 2017

The Public Property/Technology Committee of the Grant County Board of Supervisors met on Wednesday, August 23, 2017 at 9:00 a.m. in Room 266 of the Administration Building, Lancaster, WI pursuant to the previous meeting of July 26, 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 were present. Also in attendance was Robert Keeney, County Board Chair.

Agenda: Don Splinter, seconded by Dale Hood made a motion to approve the amended agenda. Carol Beals stated there was one extra line for Law Enforcement on the agenda that could be discarded. Jack Johnson, Chief Deputy Sheriff indicated that may have been to address an additional request they were going to make to use the seal coating portion for another purpose. Motion carried.

Minutes: Dwight Nelson, seconded by John Beinborn made a motion to approve the minutes of July 26, 2017 as presented. Motion carried.

Correspondence: Heather Bontreger, Lancaster Chamber of Commerce updated the committee on the Christmas lighting for the Courthouse lawn. Traditions from Dubuque came in with a quote of \$3500.00 to purchase the lighting needed, install and wrap the tree trunks, maintain, take down, and store the lighting of all the shrubs and trees in the Courthouse Lawn. Heather put her own numbers together and came up with a cost of \$2600.00.

Heather stated she had submitted a SPARK Grant in hopes of receiving some funds but would not know until October which is late in the season and only three entities are awarded this money in Wisconsin. The committee instructed Heather to try some fund raising events and reach out to the citizens of Grant County to see if donations could be received to help in this venture. Carol Beals suggested trying to apply to the Community Fund or appeal to the Grant County Tourism Counsel for some direction.

Heather was asked to come back to the September Public Property/Technology Committee Meeting to update them on the progress.

Karri Schauff came before the committee to ask permission to use the Courthouse Lawn for the Sweets and Treats Event on October 21, 2017. This event highlights trick or treats from the local businesses, there will be activities for kids, and a straw bale maze will be made. This is the 4th year this event has been held. All clean up from this event will be done by the participants and all safety procedures will be followed to ensure a safe and fun event for the community.

John Beinborn, seconded by Dwight Nelson, made a motion to give the committee permission to the local businesses to hold the Sweets and Treats Event on the Courthouse Lawn on October 21, 2017. Motion carried.

Insurance: Randy Peterson, TRICOR was present to report to the committee. He stated the Fair went very well there were no issues. The County will see a 38% savings on the Work Comp because of an extremely low modification experience percentage. The rate is the lowest the County has ever

received. This would be due to claims being filed on time, employee safety trainings being offered and a very good return to work policy that is in place.

Courthouse Maintenance: Mark Udelhofen was unable to attend the meeting.

Administration Maintenance: Terry Clark reported the basement sump pump had stopped working and had to be replaced. Because of a power surge during a storm, lighting may have been the problem there are many issues with computers, elevators and the air handlers in the Administration Building were affected. A claim is being prepared by the County Clerk to report these outages as they are received from the Departments and buildings effected.

Public Property 2018 Requests:

2018 Public Property Request

Ag Extension	Scrubber for building	\$ 1,816.27	
	Projection Screens	\$ 1,000.00	
			\$ 2,816.27
Fair	Road Care	\$ 5,000.00	
	Scrubber for building	\$ 1,816.27	
			\$ 6,816.27
District Attorney	Two new chairs	\$ 800.00	\$ 800.00
Health Department	2 Blood Pressure Cuffs	\$ 385.00	
	Freezer for Vaccines	\$ 725.00	
			\$ 1,110.00
Law Enforcement	4 Tasers	\$ 6,000.00	
	1 Video Cameras	\$ 4,000.00	
	4 Sets of New Light Bar Covers and Lights	\$ 2,000.00	
	5 AR 15 Rifles	\$ 5,000.00	
	2 Stalker Radar Units	\$ 4,500.00	
	1 Rescue Phone	\$	

		6,500.00	
			\$ 28,000.00
Emergency Management	truck/topper/slide out storage tray/		
	emergency warning equipment	\$ 39,000.00	\$ 39,000.00
County Clerk	10 Chairs for Conference Room	\$ 2,190.00	\$ <u>2,190.00</u>
			\$ 80,732.54

Dan Timmerman posed the question why do the Departments request items from Public Property? He wonders why these items cannot be implemented into their budgets. This just seems like a redundant step that does not need to be there. Nate Dreckman, Sheriff stated by going through the Public Property gives the County a more transparent view of what the Departments are requesting on an annual basis.

Law Enforcement: Don Splinter, seconded by John Beinborn, made a motion to recommend approval of all the Law Enforcement requests to be sent on to the Executive Committee for their review.

Jeff Anderson brought up a question on the motions being made for the requests, he felt the motions should state the requests will be approved in the County Clerk's Budget/ Public Property Requests and be sent on to the Executive Committee for the final approval of the County Clerk's Budget.

The previous motion made by Don Splinter and John Beinborn was rescinded, the correct motion was made to approve for Law Enforcement requests for 4 Tasers, 1 Video Camera, 4 sets of new light bars, 5 AR 15 Rifles, 2 stalker radar units and 1 rescue phone for a total of \$28,000.00 in the County Clerk's Budget/Public Property Requests and be sent on to the Executive Committee for the final approval on the County Clerk's Budget. Motion carried.

Jack Johnson, Chief Deputy Sheriff also asked for approval to use the carryover of \$3,100.00 for Law Enforcement to be used to help purchase a ductless fume hood for \$4,200.00 to assist in arrests for the drug fentanyl. This is a highly dangerous drug, simply inhaling the fumes could cause an officer to overdose and die. The \$3,100.00 was to be used to seal coat the parking lot but in view of the fact a new facility is under construction; there is no need to sealcoat the parking lot.

Carol Beals stated she felt the pharmacies should be notified to warn them on the similarity there is between the pills of OxyContin verses the manufactured drugs of fentanyl pills. Jack feels these are being manufactured by drug dealers and not pharmacies but communications should take place with the pharmaceutical companies.

A motion was made by Lester Jantzen, seconded by Dale Hood to approve the transfer of \$3,100.00 from Law Enforcement Public Property Carryover to help purchase a ductless fume hood for \$4,200.00 instead of seal coating the parking lot. The request will be submitted to Nancy Scott, Finance Director to transfer the money for this purchase. Motion carried.

Emergency Management: John Beinborn, seconded by Lester Jantzen made a motion to approve the request for a three quarter ton pickup truck/topper/slide out storage tray for \$39,000.00 in the County Clerk's Budget/Public Property Requests and be sent on to the Executive Committee for the final approval on the County Clerk's Budget. Motion carried.

District Attorney: John Beinborn, seconded by Dwight Nelson made a motion to approve the request for two new office chairs for the District Attorney's office for \$800.00 in the County Clerk's Budget/Public Property Requests and be sent on to the Executive Committee for the final approval on the County Clerk's Budget. Motion carried.

Health Department: Dwight Nelson, seconded by Lester Jantzen, made a motion to approve the request for two blood pressure cuffs and freezer for vaccines for a cost of \$1,110.00 in the County Clerk's Budget/Public Property Requests and be sent on to the Executive Committee for the final approval on the County Clerk's Budget. Motion carried.

Ag and Extension and Fair: John Beinborn, seconded by Dwight Nelson, made a motion to approve the request for scrubber to be jointly used by Ag and Extension and the Fair for \$3,632.54, projector screens for \$1,000.00 and Fair Road Care for \$5,000.00 for a total of \$9,632.54 in the County Clerk's Budget/Public Property Requests and be sent on to the Executive Committee for the final approval on the County Clerk's Budget. Motion carried.

County Clerk: Don Splinter, seconded by Lester Jantzen made a motion to approve the request for 10 Conference Room chairs for a cost of \$2,190.00 (subject to being removed upon balancing the budget) in the County Clerk's Budget/Public Property Requests and be sent on to the Executive Committee for the final approval on the County Clerk's Budget. Motion carried.

Committee questioned why Departments could not form carry over accounts for the purpose of these large purchases in the future instead of requesting these items through Public Property. Carol Beals will speak to Nancy Scott, Finance Director in regard to this issue.

Facility Dude: Carol Beals asked Robert Keeney for updates. The company is working with employees on implementary procedures in Facility Dude. A September meeting is planned.

Courthouse Flag: Robert Keeney stated the dome lighting project has been completed, he has received many compliments. Randy Oyen, Klondyke Welding has been working on the fabrication of mounting the flag. Randy has had 2 or 3 more volunteers who want to help in this project, the goal is to install in September.

John Kaiser has sent a quote for addition \$3,095.00 over the original quote to fix the third floor Courtroom water damage where the molding fell out. Once the lift is on site, In Sight would like to use it to inspect the dome to identify potential leaking areas on the dome to stop the water from damaging more of the molding in the future.

Robert Keeney updated the Committee on the landscaping for the Courthouse that needed to be fixed after the new construction on the Building and grounds. BEMR paid Grass Pro \$4,020.00 to replace brown mulching, landscape rock installed on east side of the building, (replenish what had settled), and replace 4 grass plants at the entrance.

HR and Finance Springbrook Modules: Jeff Anderson stated Springbrook would be sending a quote within the next couple weeks.

New Building IT: Jeff stated a camera has been installed on the work site so the progress can be viewed by the public. Robert Keeney stated the trees have been discarded. Gravel has to be brought back into the construction zone for fill because of the clay soil found the hole that was dug had to be deeper than expected for the footings.

Short recess was taken.

Technology 2018 Requests: Jeff Anderson presented the IT requests. He stated he approved all the requests with the departments to make sure their needs were met in the items they were requesting. The price differentials in all the requested computers depended on the hardware and programming needs for each entity.

Dan Timmerman asked Jeff why is there so many more requests now than back in 2007. Jeff explained the IT Department was formed in 2007; that was the first budget he prepared. Before 2007 all Departments purchased their own computers. Since that time the demand for computers and software and programming has increased. Dan reiterated he felt each department should still take care of their needs and implement that in their budgets and there should be no reason overspending for more IT equipment should happen. Carol Beals stated by the IT department handling these request there is a better handle kept on the equipment that is compatible between all departments and throughout the county.

Jeff stated that some of these items may fall under the new building project but he did not include any new servers in these request.

Don Splinter, seconded by John Beinborn, made a motion to approve all IT Request in the IT 2018 Budget to be sent to the Executive Committee for the final approval of the IT Budget. Motion carried.

2018 Technology Requests

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 (2017)

\$375.00 Computer with 21.5" LCD Monitor (**Total Approximate Cost**)

The approximate cost per machine (2016)

\$457.00 Computer with 21.5" LCD Monitor

\$457.00 Total Approximate Cost

The approximate cost per machine (2015)

\$602.00 Computer with 21.5" LCD Monitor

\$602.00 Total Approximate Cost

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. Coroner

- Requested from home committee
 - Desktop Computer(s) 1 [813]

Requested: \$800

Approved: \$800
- TOTAL REQUESTED: \$800**
TOTAL APPROVED:

2. Child Support

- Requested from home committee
 - Laptop Computer(s) 3 [813]

Requested: \$3,600

Approved: \$3,600
- TOTAL REQUESTED: \$3,600**
TOTAL APPROVED:

3. District Attorney

- Requested from home committee
 - Laptop Computer [813]

Requested: \$1,200

Approved: \$1,200
 - Wireless Headset [813]

Requested: \$350

Approved: \$350
- TOTAL REQUESTED: \$1,550**
TOTAL APPROVED:

4. 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:

5. Finance

- Requested from home committee
 - Springbrook software updates & technical support [248]
Requested: \$23,000
Approved: \$23,000
 - Springbrook HR/Finance additional support (best guess) [248]
Requested: \$6,600
Approved: \$6,600
- TOTAL REQUESTED: \$29,600**
TOTAL APPROVED:

6. Personnel

- Requested from home committee
 - Laptop Computer 1 [813]
Requested: \$1,200
Approved: \$1,200
- TOTAL REQUESTED: \$1,200**
TOTAL APPROVED:

7. Sheriff's Office

- Requested from home committee
 - Desktop Computer(s) 7 [813]
Requested: \$5,600
Approved: \$5,600
 - Laptop Computer(s) 3 [813]
Requested: \$3,600
Approved: \$3,600
- TOTAL REQUESTED: \$9,200**
TOTAL APPROVED:

8. Social Services

- Requested from home committee
 - Desktop Computer(s) 3 [813]
Requested: \$2,400
Approved: \$2,400
 - Laptop Computer(s) 3 [813]
Requested: \$3,600
Approved: \$3,600
- TOTAL REQUESTED: \$6,000**
TOTAL APPROVED:

9. UW-Extension

- Requested from home committee
 - Laptop Computer 1 [813]
Requested: \$1,200
Approved: \$1,200

TOTAL REQUESTED:	\$1,200
TOTAL APPROVED:	

10. IT

- Licensing/support/maintenance contracts [248]
 - Microsoft
 - **\$80,000.00**
 - RSI
 - **\$500**
 - Barracuda Archiver renewal (Due August 2018)
 - **\$1,300**
 - Barracuda Encryption & Spam renewal (Due August 2018)
 - **\$660**
 - Cisco Smartnet renewal (Due April 2018)
 - **\$3,300**
 - GCS (Includes Tax Lister, CSZD, Treasurer, ROD)
 - **\$17,740**
 - Website maintenance
 - **\$2,000**
 - Internet Connections (Admin Bldg/'52 Bldg)
 - **\$25,000**
- Hardware [813]
 - Radio Replacement (Point to Point link)
 - **\$26,000**
 - Spare Desktop Computers
 - **\$4,000**
 - New Server for Orchard Manor
 - **\$10,000**
 - New Server for Admin Bldg
 - **\$10,000**
 - Miscellaneous Hardware
 - **\$3,000**

TOTAL REQUESTED:	\$183,500
TOTAL APPROVED:	

• **TOTAL REQUESTED: \$243,550**

2017: \$230,550
 2016: \$258,568
 2015: \$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

2018 IT Budget Approval: John Beinborn, seconded by Dwight Nelson made a motion to approve the 2018 IT Budget and recommended it to be sent on to the Executive Committee for the final approval. Motion carried.

IT Updates: Jeff Anderson stated that the older computers throughout the county have been reimaging and reprogramming those units. The three technicians in the IT Department have been sent to trainings at Wisconsin Southwest Technical College to be Certified on fiber optics for \$214.00 per person. Some equipment may have to be purchased in the future to test the fiber optic but now the County will have the knowledge in how to work on the fiber optics that will be installed in the new facility.

Voice Mail in Orchard Manor went down; that system was installed in 2003. The County was fortunate in that CenturyLink happened to have some of the old units left so those could be installed to fix the issue. Unfortunately all the information was lost.

Jeff updated the committee on an issue that had happened County wide in caller ID system. When anyone in the county calls out the number left on the person's phone is the County Clerk extension. So the County Clerk's Office has been flooded with incoming callers trying to find out what department called them. At the Courthouse the State Badger net was discontinued so offices had to change their plans to accommodate that change. One department signed on to a promotional package that brought about this issue in putting the County Clerks extension number on all calls. It has been a long process in getting this resolved. Jeff questioned why this department had the authority or permission to make a change like this that would affect the whole County.

Public Comments: None

Adjournment: Dwight Nelson, seconded by John Beinborn, made a motion to adjourn the meeting pursuant to the next meeting on September 27, 2017 at 9:00 a.m. Motion carried.