

PUBLIC PROPERTY/TECHNOLOGY COMMITTEE

January 24, 2018

The Public Property/Technology Committee of the Grant County Board of Supervisors met on Wednesday, January 24, 2018 at 9:00 a.m. in Room 266 of the Administration Building, Lancaster, WI pursuant to the previous meeting of December 18, 2017.

The meeting was called to order by Chair Carol Beals. 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, and John Beinborn. Dan Timmerman asked to be excused. Also in attendance was Robert Keeney, County Board Chair.

Agenda: John Beinborn, seconded by Dwight Nelson, made a motion to approve the amended agenda with two changes. Move items 13 and 14 up under item 5. Motion carried.

Minutes: Don Splinter, seconded by Lester Jantzen made a motion to approve the minutes of December 18, 2017 as printed. Motion carried.

IT Director Recruitment update: Joyce Roling, Personnel updated the committee on the IT Director position. Due to receiving a very low number of applications, she asked that the due date be extended to February 9, 2018. Only 10 applications were received; Joyce blamed it on timing; publishing the job position during the holidays.

Joyce asked the committee to appoint the members they would like to sit on the interviews. Along with her, she would like to have an IT Director from a different county on the panel, Tony Sheckles because he is involved in the new facility, and Chair Robert Keeney. She left it up to the committee on any other members to be involved. The committee felt Carol Beals, Chair of the committee should be present. Interviews would be held at the end of February or first week in March.

Request for Full Time IT Technician: Joyce Roling, Personnel presented the reasons and fiscal impact in hiring another technician. She feels there is a need for another technician to help stay on top of the issues. The County has grown since the IT Department was established. The IT employees would like to have additional help for them and the Director should handle the management duties only. This is not in the budget for 2018; this is why Joyce needs the committee's approval from the Public Property/Technology Committee to take on to the Executive Committee. This will be out of budget spending.

Impact would be:

	With employee only health Coverage	With family health Coverage
Year 1	\$56,045	\$63,393
Year 2	\$57,189	\$64,537
Year 3	\$58,333	\$65,682
Year 4	\$59,477	\$66,826
Year 5	\$60,598	\$67,946
Year 6	\$61,742	\$69,091
Year 7	\$62,886	\$70,235

Year 8

\$64,031

\$71,379

John Beinborn, seconded by Lester Jantzen, made a motion to send the request to add a full time IT Technician to the Executive Committee; recommending for passage. This would be considered out of budget spending; the fiscal impact dollars for this position would be paid out of the General Fund contingent on receiving additional dollar amounts from other departments. Motion carried.

Correspondence: None.

Insurance: Randy Peterson, TRICOR updated the committee on insurance issues. They have had some requests for additional safety training at the Fair Grounds. They will offer training to any department who requests it for no additional costs.

Courthouse and Administration Building Maintenance—Mark Udelhofen reported on the damage that was done due to a second floor water fountain thermostat sticking. Midwest Fire and Flood came in to dry the water up. An insurance claim was opened, the net claim was \$9,405.65; the county received \$4,455.09 for the damage.

The committee asked Mark if he had received any comments regarding the lighting of the Courthouse lawn or lights on the dome. Mark stated he has gotten many good comments and positive feedback on all the lighting and the flag. With the installation of the flag there have been no water issues due to having the pole on the dome.

Terry Clark, Administration Building reported on some minor leakage that happened during the rainy days, no damage was done; this has occurred in the past, there is no recommended repair for this issue.

John Hauth, City of Lancaster and Al Mumm, Alliant Energy was present to discuss the following three agenda items. The committee addressed all the items collectively.

Installation of electrical wiring on the Courthouse Lawn to be used for outdoor events-- John Hauth
Replacement of existing lamp poles in the Courthouse Parking Lot – John Hauth
Alliant Energy installs Pad Mount Transformers to supply power for the new city lights– Al Mumm

With the update on the traffic patterns in the city of Lancaster the Department of Transportation will be working on, the city is looking to make some updates on street lighting and electrical changes. The city would like to work with the County to install electrical boxes on the Courthouse lawn to make it easier and more efficient for the events held during the year. The city will be installing all new light poles with LED lighting. The new electrical system would be set up to run off the street lights so the cost would be absorbed as a city cost. This will further be discussed in the city as to the size needed and where the box would be installed on the Courthouse lawn. The city wanted the county to be aware of the discussions so the two entities can work together. John assured the committee all historical esthetics will remain the same, all wiring will be underground. The county has four light poles that are connected to the city lighting circuit. The city would like to know if the county would like to have those installed again, the cost per light would be \$4600.00. The city would like to know if they want to continue with that many lights, three of those lights have not been lit for a number of years. John is asking the committee to look into this and they can let the city how they would like to proceed. The committee is concerned in having ample lighting but not to exceed on the cost. John asked if the county wanted to consider installing lights on the Courthouse at the entrances. Mark Udelhoven discouraged that because of the historical look of the building. Mark stated the lights have been discussed, LED lights were discussed to install but the plans have changed so many times, those poles were put on hold until the County knew what they would be doing. The project is scheduled to proceed in 2019 so there is time for the County to weigh in

on how much lighting they would like. The city will work with their engineers as to where the placement of the lights would be more effective.

Bob Keeney stated the county has installed two slush mount outlets, the city was not aware these outlets were there when the Lancaster Chamber held the lighting event.

Alliant, Al Mumm was present to discuss the placement of the electrical box. After discussion it was decided Alliant would work with the city, the project engineers and Mark Udelhofen so the placement works for all entities and will not be in the way for events. Alliant needs to get the primary power to the electrical source transformer and they would need permission from the County to install the power box using the straightest route. The Courthouse lawn would be the best location in order to get the power to all who need it.

No initial decisions were made, the committee was all in agreement as the city works on this project they keep the County updated on the project so they can work together.

IT Updates: Deanna and Dana from the IT department were present to update the committee on how the department was working in Jeff Anderson's absence. They felt all was going fine, they are maintaining the day to day duties fine. All feedback has been positive. Dana stated that Jeff had the structure in place before he left; this is just like he is on vacation.

New Building Project: Deanna and Dana have been attending the construction meetings. They have met with some of the vendors for equipment for the new facility. They have met all their deadlines and all the vendors have been very helpful to them. With the new building and changes in some of the systems, that has come with some challenging changes. They have been doing a lot of research to make sure they can keep ahead of what is needed.

Lester Jantzen asked what the issue was with the internet at the 52 Building. Dana explained WINN had scheduled some maintenance, the paperwork was filled out wrong which put the location in the wrong place, some equipment got destroyed which affected the county. WINN had to do some research to find the initial problem and the correct location where it had happened. The IT Department did take the initialize to try to find the problem until WINN could find the solution. They would have been out of Internet service for approximately one hour.

Deanna asked if the committee was aware of any problems that department were having because they have not heard of any. Don Splinter asked Deanna and Dana if the fairgrounds issue had been taken care of. He along with Deanna felt that issue had been very disappointing because no communication was going on between the key players. This was the same with the Orchard Manor issue; there was no communication with IT until the issue had been blown out of proportion and was taken to the Public Property/Technology Committee by the departments involved. Again, it was felt the main issue was that all parties involved were not communicating. Carol Beals stated the hope was to keep the communication going in the future so this type of issue will not happen again.

Dana stated a lot of Jeff Anderson's time was spent in setting up systems the county did not have. Wireless being one of those items, but going forward since the beginning he felt the County was in a very good position with it now. As in many of the new systems that were incorporated with Jeff. Now there is more knowledge, more understanding of how it works and more employees capable to use the new systems.

Dana stated that Jeff Anderson was not only the Director but also had to contribute a lot of technical work to keep all things going. That is why the IT department is in agreement more technicians are

needed and the Director should strictly do the management duties. Dana went on to say with new Federal, State and HIPPA mandates that are coming and especially for the security with the new facility on the horizon a director for management is definitely needed to keep IT going forward in a positive manner.

Carol Beals wondered about cyber insurance coverage, she felt this should be brought to the attention of our insurance carrier to make sure we have enough coverage for the new facility going forward.

Deanna also stated the new phone system that will come with the new facility will be a very good improvement for the County and will make that system much more effective than the old one has.

All in all, the IT staff feels they have worked well together without a director, they are working together and making sure everything is covered. They have no complaints.

Public Comment: John Beinborn complimented all of the IT staff for stepping up to keep things going smoothly in the absence of a Director.

Adjournment: Dwight Nelson, seconded by Don Splinter, made a motion to adjourn the meeting pursuant to the next meeting on February 28, 2018 at 9:00 a.m. Motion carried.