

## PUBLIC PROPERTY/TECHNOLOGY COMMITTEE MINUTES

MAY 26, 2010

The Public Property/Technology Committee of the Grant County Board of Supervisors met in the Grant County Administration Building, Lancaster, WI, Room 266, Wednesday, May 26, 2010 at 9:00 a.m. pursuant to the adjournment of the April 28, 2010 meeting.

The meeting was called to order by Chair Larry Wolf, Don Splinter, seconded by John Patcle, moved that the meeting was in compliance with the open meeting law. Motion carried.

The following committee members were present: Larry Wolf, Don Splinter, Lester Jantzen, Dwight Nelson, Carol Beals, and John Beinborn. County Board Chair John Patcle and Joyce Roling, Personnel Director was also present. Vern Lewison had asked to be excused.

John Beinborn, seconded by Dwight Nelson, made a motion to approve the agenda with one change to move line item 17 up under line item 7. Motion carried.

Dwight Nelson, seconded by Don Splinter, made a motion to approve the minutes with two grammatical errors to change a "you to he" and "rent to rented". Motion carried.

Correspondence: None

Deals and Steals Day: The Lancaster Chamber of Commerce Director Angie Day was present to request the use of the Courthouse Lawn for the Lancaster Deals and Steals Day on July 16, 2010. There will be vendors set up all around the Courthouse. Carol Beals, seconded by Lester Jantzen, made a motion to approve this request for the Lancaster Chamber of Commerce. Motion carried.

Health Department Request: Jeff Kindrai, Health Department Administrator, was present to ask the committee if the Health Department could install a Natural Gas Generator in the Administration Building. They have approximately \$28,000 that has to be used by the end of July 2010, which could be used from one of their "one time funding grants". The generator would be installed to help protect their vaccine supply when the electricity would go out. This would also benefit the Administration Building in a back up for the computers and phone system, it could power all three levels of the Administration Building. Jeff stated he was not sure of how much maintenance cost there would be in the future and he was looking into contacting company for bids to install such a generator. Lester Jantzen, seconded by John Beinborn, made a motion to approve the project and have Jeff Kindrai go forward with the project to install a Natural Gas Generator in the Administration Building using their grant monies to purchase and install. Jeff Kindrai will be responsible to receive the bids for the project. Motion carried.

Permanent Power Point System: Jeff Kindrai, Health Department Administrator, would like to install a permanent power point system, which he hopes to include the installation of cam cameras and projector, in the County Board Room with grant money that the Health Department has available. There would be \$3,000 to \$5,000 available for a project like this. Carol Beals, seconded by Don Splinter, made

a motion to approve that the Health Department go ahead with this project to have a permanent power point system installed in the County Board Room. Jeff Kindrai will be responsible to contract the work to install and get the bids. Motion carried.

Courthouse Maintenance: Mark Udelhofen reported on the Courthouse maintenance projects. The red rock that he has been updating around the Courthouse lawn is almost done and looks very nice. Giese will be coming to check another leak in the Courthouse dome, no major damage done, leak was stopped. Mark stated that he had received his Focus and Energy audit and the committee will address this at a later date when everyone has had time to go over the results.

Administration Building Maintenance: Brenda Halverson reported on her Focus on Energy audit. She had looked into some of the items but again this will be discussed at a future meeting. The sprinkler system was checked, a few issues were found, repair men will be back to fix these issues. Brenda reported that the Huber worker was working out very well; everyone seems to like the work that is getting done. Brenda inquired about looking into a possible LTE position for the current Huber worker. Carol Beals recommended that this issue go to Joyce Roling, Personnel Director and Jeff Kindrai, Health Department Director for further discussion and possible future recommendation. Brenda also reported on a leak that is on the third floor, not sure if it is a masonry problem for roof issue. Don Splinter, seconded by John Beinborn, made a motion to have a certified roofer come to look at the issue to get a determination on the source of the leak issue, so the proper correction can be made to fix the leakage. Motion carried.

Brenda also requested that after the meeting was adjourned, if some of the committee members would inspect third floor of the Administration Building to make a recommendation on what to do with all the equipment and items that have accumulated up there. Some of the items could be disposed of or used by other departments. Brenda would like the committee member's advice on the plan of action.

Maintenance Fund: Joyce Roling, Personnel Director, gave the committee a spread sheet she had compiled on the costs of maintenance and cleaning duties of the County Departments. A County wide Purchasers position is in question. It was decided by the committee; that to best address this issue; it should be brought to the next Department Head meeting so all of the departments can have their input. The committee requested Nancy Scott, Finance Director, to compile a 10-year period of expenditures for Capital Improvements that could help track the needs of the county better. This issue will be brought back to the Public Property/Technology Committee in June.

Insurance: Marty Malloy, A.J. Gallagher and Company, gave the report on the workers comp for the County. One serious accident to report, no major injuries. This should not cost the county any thing. Grant County has had zero loss in our modification number. The County does a great job in training our employees.

Randy Peterson, TRICOR, nothing major to report, claims look good. Discussion on how the county handles their Fleet Safety Program followed. Joyce Roling was present to tell the Committee how this Program works when there is an accident reported by employees on county time. Randy said that having some penalties in place in regard to an accident is not all bad, that is something the Insurance

Companies look at is how well a business monitors their accident ratios and a penalty will make the employees more careful. If the penalty is nothing more than just a letter in the employees file for a year at least it will be taken seriously.

Joyce Roling handed out the schedule of the Insurances that are up for re-newel this year. The Health Insurance is on the list for this year. Larry Bowden, TRICOR, was present to go over the existing Plans of Medical Associates and Dean Health Insurance. Chair Larry Wolf asked for a motion on the floor that the committee had received the Insurance Reports. Dwight Nelson, seconded by Lester Jantzen, made a motion that the committee has received and discussed the Health Insurance Reports. Motion carried.

Chair Larry Wolf called a 10 minute recess.

Chair Larry Wolf called the meeting back to order.

Insurance bids: The committee discussed the issue of going out for bids for the Health Insurance Benefit for the County. After discussion of the pros and cons, the consensus of the Committee was that the counties health plans were very good. Carol Beals, seconded by Larry Wolf, made a motion; that Grant County would not be going out for bids this year of 2010 for the Health Insurance, but to stay with the present Health Plans for the County, (Medical Associates HMO and Dean Health HMO), and look into some possible design changes and review the renewal numbers. Motion carried.

County Financial Software: Lester Jantzen, seconded by John Beinborn, made a motion to approve the purchase of the Springbrook Software for Grant County Financial/Payroll and Highway Systems contingent on the approval of Jeff Anderson, IT Director and Nancy Scott, Finance Director, of their satisfaction with the results a demo package that Springbrook will be sending to Grant County in June, 2010 to test to make sure the software is compatible with the current system and will work for Grant County. Motion carried.

Website: Jeff Anderson, IT Director, addressed some concerns he has with our present website host. Jeff is not happy with the design, it tends not to be user friendly, and web site users get confused between our web site and Economic Developments web site. Grant County pays The Department of Administration \$65.00 a month to maintain our present website. The good part of this is that the State takes over all the updates and back ups. To this date, this has worked because of all the big projects that have been taking the time of our IT Department. Jeff's hope is to find a CMS (Content management System) that is free, that would also serve as a web portal system. No action taken at this time.

CGI Communication Agreement: Jeff Anderson, IT Director, reported to the committee on a tele-conference call that took place with CGI Communications, John Patcle, Jeff Anderson and Linda Gebhard. CGI Communication is offering an agreement to sign on with Grant County to produce a County Showcase Program video that would represent what Grant County has to offer and publish out on the internet. The Agreement would be a 3 year contract at no cost to the county. Area businesses would be contacted to be Sponsors their advertisements on the site which would pay for the cost of the site for Grant County. CGI would do all the work to publish the video and they contact the sponsors. If Grant County chooses not to renew the contract after three years, the web site is still free to the County

because of the sponsorships. The committee decided to hold this matter until the June meeting, no action taken at this time.

Interns: Jeff informed the committee that he was able to enlist two intern through the PACCE Internship Reimbursement Program through UW Platteville State College. If there would be other opportunities to have the help of other interns, at a low cost or on a work study program through SWTC, Jeff will be enlisting their help as well.

Elevator: No action at this time, will address in June.

Focus on Energy: Focus on Energy Booklets containing the results from the energy audits that were conducted in the Courthouse, Administration Building, Highway, Social Services, Orchard Manor, and Sheriff, were given out to the committee members to study. The results will be discussed with the appropriate Department Heads for their in put and then reviewed at a future Public Property/Technology meeting.

Vehicles: None to discuss.

Adjournment: Dwight Nelson, seconded by John Beinborn, made a motion to adjourn the meeting pursuant to the next meeting on June 23, 2010 at 9:00 a.m.