

Open meeting law complied with. Quorum verified.

Call to order:

The Public Property meeting was called to order at 1:02 P.M. at the Vilas County conference rooms by Chairman Ronald De Bruyne with the following committee members present: Maynard Bedish, Charles Rayala, Jr., Kathleen Rushlow and Linda Thorpe. Also present was RFP Subcommittee member Bob Egan. Other persons present at various times during this meeting: Curt Schleicher of The Samuels Group; Paul Brummond and Ron Locast of Potter Lawson; Jim Galloway, Greg Schiek, Eljean Benson, Joe Fortmann and David Alleman.

Approve agenda to be discussed in any order by the Chair:

Motion by C. Rayala 2nd by L. Thorpe to approve the agenda with the agenda order at the Chair's discretion. All voted aye. Carried.

Wednesday, February 3, 2010 ONLY – Public Property Kick – Off meeting:

P. Brummond and R. Locast of Potter Lawson presented to the committee the methods of data collection that they would be using to identify the various needs and determinations necessary to reach the goal of providing Vilas County with an acceptable design concept, regarding the proposed construction of a new Human Services building, as a replacement for the current Social Services annex. R. Locast emphasized that Potter Lawson design efforts would focus on building and energy efficiency and the sharing by departments of commonly used space, such as conference rooms, copy facilities and service counters. After initial discussion, it was determined that L. Thorpe would coordinate with the City of Eagle River and Jim Bollman of MSA Engineering regarding City concerns such as parking, utilities and zoning issues. Potter Lawson will provide the County Clerk with all of the information and findings. The Clerk will disseminate the provided information to the committee members. J. Galloway spoke concerning present and future security concerns and needs including the need to connect any new building with security systems in current use. County Clerk D. Alleman was excused from the meeting at this time. Minutes will be further recorded by L. Thorpe.

Departmental data gathering sessions – Potter Lawson:

G. Schiek arrived at 2:00 P.M. During discussion he predicted that the future inclusion of an ADRC as part of an overall Human Services center, possibly as soon as 2015, may require additional space and 4 additional employees. He also stated that a Human Service program would require 7 employees, although it was not clear that new hires would be necessary.

E. Benson arrived at 2:55 P.M. and discussed the space needs of the Child Support Department.

B. Egan was excused from the meeting at 3:15 P.M.

J. Fortmann arrived at 3:55 P.M. and discussed the space needs of the Commission on Aging.

Motion by C. Rayala, 2nd by R. De Bruyne to recess the meeting until 8:00 A.M. Thursday, February 4, 2010. All voted aye. Carried. Meeting recessed at 4:40 P.M.

Public Property Committee Vice-Chair Charles Rayala, Jr. resumed the meeting at 8:02 A.M. with the following committee member present: L. Thorpe. R. Egan and S. Favorite were in attendance for purposes of providing a quorum. Kathleen Rushlow arrived at 8:15 A.M. and Ron De Bruyne arrived at 8:56 A.M. Other persons present at various times during this meeting: Kurt Berner and Curt Schleicher of The Samuels Group; Paul Brummond and Ron Locast of Potter Lawson; Gina Egan, Chris Kamps, Gene Leveille, Scott Jensen, Jim Galloway and Joe Fath. Supervisors Emil Bakka and Ralph J. Sitzberger arrived at 9:55 A.M. B. Egan was excused at 9:00 A.M. and returned at 9:55 A.M.

G. Egan arrived at 8:00 A.M. and discussed the space needs of the Public Health Department.

Chris Kamps arrived at 9:58 A.M. and discussed the space needs of the Information Technology Department.

At 11:00 A.M. the future space needs of the County Board were presented and discussed.

Motion by C. Rayala, 2nd by B. Egan to recess until 1:00 P.M. for lunch. All voted aye. Carried. Meeting recessed at 12:10 P.M.

At 1:11 P.M. the meeting was resumed. G. Leveille discussed facilities management and HVAC needs.

S. Jensen arrived at 2:00 P.M. and discussed the space needs of the Veteran's Services Department.

At 2:31 P.M. the Chair excused C. Rayala and E. Bakka.

J. Galloway and J. Fath arrived at 2:35 P.M and discussed security needs.

Letters and Communications:

Nothing presented.

Set next meeting date and time:

Nothing presented

Adjournment:

Motion by R. De Bruyne, 2nd by L. Thorpe to adjourn. All voted aye. Carried. Meeting adjourned at 3:05 P.M.

Respectfully submitted by:

David R. Alleman and Linda Thorpe

Minutes recorded by L. Thorpe were transcribed by

David R. Alleman

Vilas County Clerk

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