

Open meeting law complied with. Quorum verified.

**Call to order:**

The Public Property meeting was called to order at 9:00 A.M. at the Vilas County Courthouse conference rooms by Chairman Ronald De Bruyne with the following committee members present: Maynard Bedish, Kathleen Rushlow, Charles Rayala, Jr. and Linda Thorpe. Other persons present at various times during this meeting: Paul Brummund representing Potter Lawson Architects; Kurt Berner representing The Samuels Group, Eagle River City Administrator Joe Laux, Dawn Halverson, Gene Leveille, Joan Hansen, Joe Fath, Emil Bakka, Bob Egan, Sig Hjemvick, Ralph Sitzburger, Ken Anderson and David Alleman.

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

**Motion by C. Rayala, 2<sup>nd</sup> by M. Bedish to approve the agenda with the agenda order at the Chair's discretion. All voted aye. Carried.**

**Approve minutes of the March, 2010 meeting:**

**Motion by M. Bedish, 2<sup>nd</sup> by L. Thorpe to approve the minutes of the March 12, 2010 meeting minutes as presented. All voted aye. Carried.**

**Approval of bills:**

**Motion by C. Rayala, 2<sup>nd</sup> by L. Thorpe to approve the bills. All voted aye. Carried.**

**Availability of additional County fleet vehicle:**

The Clerk reported that the Sheriff's Dept. informed him that several squad cars were going to be disposed of at auction this year. An additional squad is available to replace the current Ford Taurus courthouse pool vehicle. **Motion by K. Rushlow, 2<sup>nd</sup> by L. Thorpe to request a surplus squad car from the Sheriff's Dept., and to send the 2000 Ford Taurus to auction. All voted aye. Carried.**

**Copier lease – Register in Probate/Clerk of Courts:**

D. Halverson presented a request to lease a new Xerox copier for her office. Her current Xerox lease is expiring, and the current copier is now obsolete. The proposed lease rate is slightly less than the existing amount. Two lease options are available. **Motion by C. Rayala, 2<sup>nd</sup> by K. Rushlow to approve the lease of a Xerox copier at the most advantageous rate to the department. All voted aye. Carried.**

**In-house printing of business cards:**

K. Rushlow presented that she was researching two vendors who could provide this service. Information is still being gathered.

**Maintenance contracts:**

The Clerk was instructed to put this item on the May 2010 committee agenda.

**Information Technology report, travel and purchases:**

C. Kamps presented a request for Mike Duening and herself to attend the 2010 Spillman Conference in Salt Lake City, Utah. She further requested permission to purchase two airfares at the most advantageous time and cost. **Motion by R. De Bruyne, 2<sup>nd</sup> by L. Thorpe to approve attendance at the 2010 Spillman Conference and to also approve the purchase of the necessary airfares. 4 voted aye. 1 no vote: M. Bedish. Carried.**

C. Kamps then presented current costs regarding the proposed updating of the Courthouse telephone system. Costs have declined slightly since the previous report. She recommends completing the project in three phases, at a total projected cost of \$250,696.43. The infrastructure of the current system is obsolete and can no longer be maintained. She also stated that it was imperative that this issue be decided upon in the short term, citing the current state of the County's telephone communication system and the risk that it may suddenly fail. **Motion by K. Rushlow, 2<sup>nd</sup> by R. De Bruyne to refer the funding of this project to the Finance & Budget Committee for their determination, with the further recommendation that a joint project approval/funding resolution be created between that committee and the Public Property Committee, to go before the County Board in June 2010. All voted aye. Carried.**

**Sheriff's Dept. and Jail purchases:**

J. Fath presented the following purchase request.

1 – Ergonomic Detective Office Configuration from Samuels Group/Environmental at a Cost of \$4,514.07.

**Motion by C. Rayala, 2<sup>nd</sup> by K. Rushlow to approve the purchase request. All voted aye. Carried.**

**Public Health Dept. purchases:**

Public Health Committee Chair R. De Bruyne presented a purchase request for a van for use by the Northwoods Dental Project. 3 bids were obtained, with the low bidder being Lakeland Motors, who will provide a 2007 Dodge Grand Caravan minivan at a cost of \$13,995.00. Purchase and operating costs of this vehicle will be expensed from Northwoods Dental Project grant revenues. **Motion by K. Rushlow, 2<sup>nd</sup> by L. Thorpe to approve the purchase request. All voted aye. Carried.**

**Social Services Dept. purchases:**

Nothing presented.

**Juvenile Intake Dept. purchases:**

Nothing presented.

**Potter Lawson Architects – schematic design review & site plans – Courthouse addition:**

(Building & Design Committee members were asked to be present for this portion of the meeting) City Administrator J. Laux appeared before the committee presenting the need for the formulation of a comprehensive site plan that included the entire Courthouse complex located in the City of Eagle River. He stated that the current site placement of the proposed Courthouse addition did not necessarily conform to the wishes of the city. K.

Berner explained that the City's issues would be considered once the County moved beyond the design concept phase. J. Laux elaborated upon his ideas regarding traffic flows, utility connections, lighting, green space, parking and storm water runoff issues. He encouraged joint meetings with County to properly plan for the longer term. He then presented language regarding a Government Use Zoning district that the City may adopt in the near future. C. Rayala and R. De Bruyne both expressed concern that the City was attempting to forestall the project. K. Rushlow countered that the planning concepts proposed by Mr. Laux had merit, and would be discussed when the time was appropriate.

**Motion by K. Rushlow, 2<sup>nd</sup> by L. Thorpe to refer the proposed Government Use Zoning district language to the Assistant Corporation Counsel for her review and opinion, which is to be presented to the committee at their may meeting. All voted aye. Carried.** P. Brummund presented and discussed that latest Schematic Design Report. S. Hjemvick suggested forgoing the 3<sup>rd</sup> floor penthouse, replacing it with a structure of the same size as the story beneath it. K. Rushlow stated that the penthouse design was concurrent with the upper story design of the existing building. K. Berner than asked for discussion regarding the presentation to be given to the April 20, 2010 County Board. He will use a format that presents today's report, with the addition of options and projected architectural, engineering, construction, furnishings and technology costs. The committee discussed a timetable for bonding and project approval. The Finance & Budget Committee will investigate bonding at their May meeting, with the goal of presenting bonding resolution at the June County Board meeting. B. Egan suggested that all County Board members tour the Social Service wing and the Public Health Dept. areas to better understand the overcrowding issues. He further suggested that the public also be allowed to tour these areas. Discussion then centered upon dedicating a special County Board meeting to this issue. **Motion by R. De Bruyne, 2<sup>nd</sup> by K. Rushlow to send a letter to the Vilas County Board Chairman requesting that a special County Board meeting be held in May, 2010 dedicated to the discussion of the Courthouse expansion project and necessary financing. All voted aye. Carried.**

**Maintenance Supervisor report and purchases:**

**a. Justice Center parking garage floor repair bids:**

G. Leveille stated that after advertising in two local newspapers, only one bid was received from a firm willing to do the work. The bid from L. A Crystal of Mequon, Wisconsin was \$11,100.00 for the concrete repair and \$38,992.00 for the poly coating. The project is budgeted for \$15,000.00. **Motion by M. Bedish, 2<sup>nd</sup> by C. Rayala to postpone action on this item until more information can be received. All voted aye. Carried.** K. Rushlow asked M. Bedish for his expertise regarding concrete and concrete repairs. M. Bedish will confer with local masonry contractors and report his findings to the committee at a later date

**Letters and Communications:**

K. Rushlow presented her concerns to the I.T. Director regarding the Barracuda Website filtering software. Some departments are complaining that they can no longer use the internet for research. C. Kamps explained that a form was already available to all department heads that would enable the I.T. Department to unblock needed websites. All

requests to unblock made to date have been granted. She further stated that the blocking software offered network protections that outweighed any temporary inconveniences.

**Set next meeting date and time:**

The next regular meeting was set for Thursday, May 13, 2010 at 9:00 AM.

**Adjournment:**

**Motion by C. Rayala, 2<sup>nd</sup> by L. Thorpe to adjourn. All voted aye. Carried.**

Meeting adjourned at 11:44 P.M.

Respectfully submitted by:

David R. Alleman

Vilas County Clerk.