

Open meeting law complied with. Quorum verified.

Call to order:

The Public Property Committee 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: Jim Behling, Kathleen Rushlow, Charles Rayala, Jr. and Linda Thorpe. Other persons present at various times during this meeting: Gene Leveille, Chris Kamps, Chuck Hunter, Joan Hansen, Larry Stevens, Gina Egan and David Alleman.

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

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

Approve minutes of the June 14, 2010 meeting:

Motion by C. Rayala, 2nd by K. Rushlow to approve the minutes of the June 14, 2010 meeting minutes as presented. All voted aye. Carried.

Approval of bills:

Motion by C. Rayala, 2nd by K. Rushlow to approve the bills. All voted aye. Carried.

Forestry office & shop building – water damage:

L. Stevens informed the committee regarding water leaking into the basement of the forestry office building, causing damage to the finished drywall and wood furring. C. Hunter was asked by the Chair to assess the damage and suggest a solution. Gutters and site grading will solve a lot of the problem, but excavation and waterproofing of the south basement wall will probably be necessary. The Clerk will check to see if any of the cost can be covered by the County's insurance policy. **Motion by K. Rushlow, 2nd by C. Rayala to ask Hunter Engineering to prepare a site repair plan to include all estimated costs. All voted aye. Carried.**

Public Health Dept. purchases:

Gina Egan presented a purchase request for the following items:

HP Color LaserJet two sided printer.	\$2,019.76
Lenovo Hard Drive – 2 each.	\$1,708.00
Thinkpad Laptops – 3 each.	\$4,802.12
Monitors – 4 each.	\$1,100.00
Total	\$9,629.92

Public Health Emergency Response funds will be used to purchase these items.

Motion by K. Rushlow, 2nd by C. Rayala to approve the purchases. All voted aye. Carried.

Vitalchek Services / Official Payments Corporation – Register of Deeds:

J. Hansen notified the Committee that Official Payments Corporation would now require a \$1,000.00 annual subscription fee for use of their services. The Register of Deeds uses this firm to process credit cards for customer payments. She would like permission to process credit cards through Vitalchek. This firm will process credit cards at no cost to the county.

Motion by L. Thorpe, 2nd by R. De Bruyne to allow the Register of Deeds to process credit cards through Vitalchek. All voted aye. Carried.

Building Design Update:

a. Surgipath building:

R. De Bruyne reported that the Building Design Committee recently toured the vacant Surgipath building. The building contains about 27,000 square feet of space and is a combination of stick built and steel construction. The Samuels Group was included in the tour and will prepare some rough cost estimates for remodeling the building to fit the County's needs. C. Rayala said that he was not that impressed with the building because of its estimated 25 year useful life span. R. De Bruyne countered that the building was still the most promising of off site locations considered in past years. J. Behling wants a firm purchase price from the seller before proceeding with any purchase or remodeling plans.

b. Update – Courthouse site additional engineering:

G. Leveille reported that soil borings were being conducted and that utility easements were being located and marked.

Information Technology report, travel and purchases:

C. Kamps presented the following training and travel request:

1. Steve Rhode to attend Crystal Reports XI Level 2 training in Wausau, WI at an estimated cost of \$1,005.00 for the class, lodging meals and mileage.
2. Tara Bellomy to take part in 3 web based trainings at a total cost of \$2,950.00.

Motion by C. Rayala, 2nd by K. Rushlow to approve the above travel and training costs. All voted aye. Carried.

3. C. Kamps to attend the Wisconsin Spillman User Group meeting. Lodging and registration to total \$190.00.

Motion by C. Rayala, 2nd by K. Rushlow to approve the above registration and lodging costs. All voted aye. Carried.

4. Meal advance of \$240.00 for C. Kamps and M. Duening for use during their attendance at the Spillman National Users Conference in Salt Lake City, UT.

Motion by C. Rayala, 2nd by L. Thorpe to approve the meal advance. 4 voted aye. 1 no vote: J. Behling. Carried.

C. Kamps presented a proposal to implement a 40 hour work week in her department, to provide better I.T. coverage for those departments currently working a 40 hour week.

Motion by J. Behling, 2nd by C. Rayala to forward this request to the Personnel Committee for their consideration. All voted aye. Carried.

Sheriff's Dept. and Jail purchases:

Nothing presented.

Social Services Dept. purchases:

Nothing presented.

Juvenile Intake Dept. purchases:

Nothing presented.

Maintenance Supervisor report and purchases:

G. Leveille reported that all of the new Courthouse area No Smoking signs were installed. He also reported the replacement of the jail kitchen freezer compressor at a cost of \$2,018.60. He then reported that the Circuit Court main courtroom sound system was repaired at a cost of \$1,484.43. He will also be preparing bids for Courthouse sidewalk repairs. He asked the committee to approve the installation of a larger air conditioning unit in the main I.T. server room and for permission to begin phase 1 of the proposed Justice Center HVAC control update. The committee discussed both issues but took no action on either item.

a. Maintenance truck:

G. Leveille reported repairs to the maintenance truck costing \$201.00

Letters and Communications:

R. De Bruyne read a letter that he received from Highway Commissioner Jim Fischer regarding the County pool vehicle.

Set next meeting date and time:

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

Adjournment:

Motion by C. Rayala, 2nd by R. De Bruyne to adjourn. All voted aye. Carried.

Meeting adjourned at 11:14 P.M.

Respectfully submitted by:
David R. Alleman
Vilas County Clerk.