

Open meeting law complied with. Quorum verified.

Call to order:

The Public Property Committee meeting was called to order at 9:00 A.M. in the Vilas County Courthouse conference rooms by Chairman Jim Behling with the following committee members present: Edward Bluthardt, Jr., Lorin Johnson, Gary Peske and Linda Thorpe. Other persons present at various times during this meeting: Gary Kuckenbrod, Chris Kamps, Sheriff Frank Tomlanovich, Janna Kahl, Cindy Burzinski, Al Moustakis, Barb Gibson, Jerri Radtke, Sherry Bierman, Joe Laux, Kurt Berner representing The Samuels Group, Joe VanDeLaarschot, Ken Anderson and David Alleman.

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

Motion by G. Peske, 2nd by L. Johnson to approve the agenda, with the agenda order to be presented at the Chair's discretion. All voted aye. Carried.

Approve minutes of June 15, 2012 meeting:

Motion by E. Bluthardt, 2nd by L. Thorpe to approve the minutes of the June 15, 2012 meeting as presented. All voted aye. Carried.

Approval of bills:

Bills were approved by consensus of the committee members.

Information Technology report, travel and purchases:

a. Vilas County Opt-Out policy revision:

C. Kamps provided an online demo of the web based property owner/property tax information searchable database. A resolution was also presented that will amend current county policy and allow property owners to "opt-out" of providing their name, address and property tax status on the website. This information would continue to be available to the public in the appropriate courthouse office. **Motion by E. Bluthardt, 2nd by G. Peske to approve sending the "opt-out" policy amendment resolution to the County Board for their consideration. All voted aye. Carried.**

C. Kamps requested permission to send herself and Mike Duening to a Kronos timekeeping system training being held in Schaumburg, Illinois. Estimated cost of the two day training session, including travel, meals and lodging is \$3,500.00. E. Bluthardt objected to the additional cost of the training and the need to send two personnel. J. Kahl replied that the training cost of \$1,200.00 per attendee was mitigated by a training point allowance included in the overall cost of the Kronos system. Actual costs will only involve normal staff travel expenses. This specific training involves hardware issues; future trainings will be primarily web based. C. Kamps presented her reasons for sending herself and one staff member. **Motion by J. Behling, 2nd by E. Bluthardt to permit one I.T. staff member to attend the Kronos training session. Discussion. G. Peske asked the members to reconsider the I.T Directors request to send herself and one staff member. Question called. All voted aye. Carried.** C. Kamps requested the use of the county pool vehicle for this travel as a cost savings measure. The Clerk reminded the committee that the current Vehicle Use Policy prohibited out of state/overnight use of the county car. **Motion by E. Bluthardt, 2nd by L. Thorpe to waive the out of state/overnight**

prohibited use of the county pool vehicle for this specific travel. All voted aye. Carried.

C. Kamps presented a proposal to equip the County Board conference rooms for digital audio-visual recording of County Board meetings. Real-time streaming video would be provided via the web and recordings of meetings would be uploaded to YouTube. J. Behling recommended the recording of all county meetings. E. Bluthardt commented that the current audio system of shared microphones is inadequate. He would like to see a wireless microphone system incorporated into this initiative. C. Kamps stated that she only had enough funds for the proposed \$2,000.00 A/V system. A wireless microphone system would have to be budgeted for in 2013. **Motion by E. Bluthardt, 2nd by L. Thorpe to authorize the purchase of the proposed audio visual equipment at a cost of \$2,000.00 and to instruct the I.T Director to investigate and recommend a wireless microphone system that would integrate with the A/V equipment in the future. All voted aye. Carried.**

C. Kamps presented the costs of transitioning the County Board from a paper based to a digital information system. Data indicates that preparation, copying and mailing costs of county board paper based materials average about \$471.00 per meeting. After initial costs of hardware, a paperless system would offer annual savings. J. Behling felt that the stated savings would be greater if paper and mailing costs for all county committee meetings were included. E. Bluthardt disputed the savings estimates. He also objected to the cost of providing Board Supervisors with internet access and the proposed Apple iPads. J. Behling countered that Board members could be asked to expend their own funds for internet access and equipment as a requirement of board membership. **Motion by E. Bluthardt to oppose the proposed County Board digital information initiative. The motion failed for lack of a second. Motion by L. Thorpe, 2nd by G. Peske to instruct the I.T Director to continue to investigate digitizing County Board information and to report back to the committee with further recommendations as soon as practicable. All voted aye. Carried.**

C. Kamps announced that the Wisconsin Spillman User Group (WSUG) meeting was being held in Eagle River on July 25th through July 27th. The committee was invited to attend.

Maintenance Director report and purchases:

K. Berner presented a firm bid from Complete Control Inc. for the proposed courthouse door security system. Project costs total \$14,895.00. That price may increase by 3% after thirty days. The committee previously earmarked remaining Boiler/HVAC contingency funds, estimated at \$7,000.00, for this project. Additional funding sources were discussed. J. Behling suggested that the project is budgeted for 2013. G. Peske feels that this is a priority project involving courthouse security. **Motion by E. Bluthardt, 2nd by G. Peske to immediately proceed with the door security project. All voted aye. Carried.**

c. Former I.T / COA office space needs:

G. Kuckenbrod presented cost estimates for upgrading the HVAC system and remodeling of the two vacated office suites. Costs with contingency total \$5,346.00. C. Burzinski is concerned that the space allotted for the Tourism & Publicity Dept. allows for storage space and future growth. J. Behling stated that the committee has yet to decide any space allotments concerning the vacated spaces. Discussion centered on funding. Boiler/HVAC Project unspent contingency funds are earmarked for courthouse security needs. The

committee indicated that this upgrade should be expensed from the Outlay-Office Relocation Expense line. **Motion by E. Bluthardt, 2nd by L. Thorpe to approve the HVAC update and remodeling at the estimated cost of \$5,346.00. All voted aye. Carried.**

a. JC concrete repair:

K. Berner updated the committee on design changes suggested by the project engineer. Proposed changes would eliminate an existing exterior stairway and lower the overall cost of repairs. J. Behling wants Emergency Management to comment on the proposed changes. K. Berner suggested electric heating of the exterior ramp. He will provide cost estimates for that option.

b. Preventative Maintenance Plan:

G. Kuckenbrod reported continued work on the plan. Scheduling times for regular and preventative maintenance and repair work needs to be developed. J. Behling suggests the use of scheduling software and instructed G. Kuckenbrod to seek same from the I.T. Department. G. Kuckenbrod expects completion of a draft plan for presentation at the August meeting.

d. Jail maintenance update:

G. Kuckenbrod presented a proposal to repair and replace broken ceramic floor tile in the Jail, at accost of \$53,235.00. This information will be used to develop an RFP for bidding purposes. **Motion by G. Peske, 2nd by L. Thorpe to develop an appropriate RFP for the complete repair of the tile flooring in the Jail and to advertise same for bids. All voted aye. Carried.**

Available land adjacent to Courthouse:

The owner of a parcel of land located on the southwest corner of Court Street is offering the lot to the County for a price. City Administrator J. Laux voiced opposition to the removal of lands from the City's tax rolls, citing the quantity of tax exempt land already owned by the County, located within the city limits. **Motion by G. Peske, 2nd by L. Thorpe to forward the parcel offering to the Forestry, Lands & Committee for their review, with the recommendation that a purchase of this land be considered. All voted aye. Carried.**

Emergency generator problem – Boulder Jct. Highway shop:

Sheriff Tomlanovich reported that during a recent power outage in Boulder Junction, the highway shop was served by an emergency generator. However, the Sheriff's Dept. office, located in the same building, was without power. A call to the Highway Office revealed that the generator used is portable and was not designed to power the Sheriff's area. Options were discussed. The Sheriff will investigate a solution.

Approval of department purchases:

Nothing presented

Letters and Communications:

G. Kuckenbrod informed the committee that he created an RFP for the installation of a generator at the Forestry Office.

Set next meeting date and time:

The next regular meeting will be held on Wednesday, August 15, 2012.

Adjournment:

Motion by G. Peske, 2nd by J. Behling to adjourn. All voted aye. Carried. Meeting adjourned at 11:22 A.M.

Respectfully submitted by:

David R. Alleman

Vilas County Clerk.

Minutes reflect the recorder's notations and are subject to approval by the appropriate board or committee.