

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 by Chairman Ronald De Bruyne with the following committee members present: Maynard Bedish, Charles Rayala, Jr., Kathleen Rushlow and Linda Thorpe. Other persons present at various times during this meeting: Gene Leveille, Chris Kamps, Gary Peske, Joe Fath, Sheriff Niebuhr, John Butler, Eljean Benson, 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 L. Thorpe to approve the agenda with the agenda order at the Chair's discretion. All voted aye. Carried.

**Approve minutes of August 14, 2009 meeting:**

Motion by C. Rayala, 2<sup>nd</sup> by L. Thorpe to approve the minutes of the August 14, 2009 meeting as presented. All voted aye. Carried.

**Approval of bills:**

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

**Shepherd's Way design and engineering RFP:**

K. Rushlow reported that a revised appraisal report had been received from the property owner. The Chair asked each Committee member if there was any interest remaining in pursuing the purchase of this property. K. Rushlow and L. Thorpe both stated that they were not in favor of purchasing this property. C. Rayala felt that the time to reconsider this purchase had passed. M. Bedish stated that he was not interested in purchasing this property. R. De Bruyne stated that he was only willing to accept the revised appraisal for informational purposes. Motion by C. Rayala, 2<sup>nd</sup> by M. Bedish to accept the revised appraisal report for purposes of review. All voted aye. Carried.

**Courthouse expansion R.F.P.**

The R.F.P. Subcommittee recommended that the Public Property Committee approve the Courthouse expansion R.F.P. as drafted by the Subcommittee. Motion by C. Rayala, 2<sup>nd</sup> by L. Thorpe to approve the Courthouse expansion R.F.P. as drafted by the R.F.P. Subcommittee. All voted aye. Carried.

**Northland Vending – request to install additional vending machine in Courthouse:**

A request has been made from Northland Vending to install an additional vending machine in the Courthouse due to increased use. G. Leveille was concerned about location and power requirements. Motion by K. Rushlow, 2<sup>nd</sup> by R. De Bruyne to allow Northland Vending to install an additional vending machine in the Courthouse, contingent upon G. Leveille approving the location and power requirements. All voted aye. Carried.

**Child Support – renewal of Xerox copier lease:**

Xerox has proposed a copier lease renewal for a model WC7232P Copier/Printer, for an additional 5 year term at \$125.92 per month lease rate. This rate is less than the previous lease rate. Motion by C. Rayala, 2<sup>nd</sup> by M. Bedish to approve the lease renewal. All voted aye. Carried.

**Sheriff's Dept. & Jail Purchases:**

Nothing presented.

**Social Services Dept. purchases:**

Nothing presented.

**Juvenile Intake purchases:**

Nothing presented.

**Public Health Dept. purchases:**

The Public Health Department presented a request to purchase a model HLR120 pharmacy refrigerator from Helmer at a bid price of \$4221.20. Motion by C. Rayala, 2<sup>nd</sup> by K. Rushlow to approve the purchase. All voted aye. Carried.

**2010 Budget sizable appropriations – resolutions to the County Board:**

G. Leveille presented a resolution authorizing the phased in installation of updated and upgraded HVAC controls for the justice center. The current control system is problematic, and the software supporting it needs to be replaced. K. Rushlow warned that an R.F.P needed to be created and bids properly let. The full cost of the upgrade over a five year period may top \$140,000.00. The Committee was concerned that the resolution language was ambiguous concerning the need for an R.F.P. and a bidding process. Motion by K. Rushlow, 2<sup>nd</sup> by R. De Bruyne to revise the resolution language by adding verbiage requiring an R.F.P. and a bid letting, and to approve the revised resolution and send it on to the September 22, 2009 County Board. All voted aye. Carried.

C. Kamps presented a resolution authorizing the installation of an updated and upgraded Courthouse / Justice Center phone system. Problems with Verizon are resulting in erroneous billings and high annual maintenance costs. The County's current Nortel equipment is obsolete but upgradable. C. Kamps recommends the installation of a combination voice / VOIP system that would offer increased utilization, reliability and lower annual operating costs. A choice of two service providers was presented; ChoiceTel and Century Tel. Motion by K. Rushlow, 2<sup>nd</sup> by L. Thorpe to request that the Corporation Counsel investigate if recovery of erroneous billings by Verizon is feasible. All voted aye. Carried. Motion by C. Rayala, 2<sup>nd</sup> by M. Bedish to choose ChoiceTel as the preferred service provider and CenturyTel as the equipment and maintenance provider, and to send the resolution on to the September 22, 2009 County Board. All voted aye. Carried.

J. Fath presented a resolution authorizing the repair of the Justice Center parking garage floor at a cost of \$40,821.00. This resolution has been approved by the Law Enforcement Committee. Motion by C. Rayala, 2<sup>nd</sup> by M. Bedish to approve sending the resolution to the September 22, 2009 County Board. All voted aye. Carried.

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

**a. 2010 I.T. budget:**

C. Kamps presented her department's 2010 budget request. Expenditures have been reduced by 5% from 2009 levels. Motion by C. Rayala, 2<sup>nd</sup> by M. Bedish to approve the 2010 I.T. Department budget request and to send it on to the Finance & Budget Committee. All voted aye. Carried.

**Maintenance Supervisor report and purchases:**

G. Leveille reported that a fire call recently occurred in the Social Services Department. The problem was due to an over heated light ballast. A Fire Department report concurred that no toxic substances were released.

**b. 2009 – 2010 snowplowing bids:**

The Chair opened the following seal bids for Courthouse/Justice Center snowplowing services.

1. Custom Landscaping \$1.25 per minute of snowplowing
2. Pitlik& Wick, Inc. \$1.80 per minute of snowplowing
3. Ludwig's Seasonal Service \$1.50 per minute of snowplowing

The Committee discussed the bids. Ludwig's Seasonal Service is the current service provider. Even though his was not the low bid, his bid price was the same as the current service contract price, and his contract includes service before 6:00 A.M. He has been very reliable in the past. Two members argued that the low bidder should be considered. Motion by L. Thorpe, 2<sup>nd</sup> by K. Rushlow to accept the bid proposal from Ludwig's Seasonal Service as the most advantageous to the County. 3 voted aye. 2 voted nay: M. Bedish and C. Rayala. Carried.

**a. 2010 Maintenance Dept. budget:**

G. Leveille presented his department's 2010 budget request. Expenditures have been reduced by 5% from 2009 levels. Motion by K. Rushlow, 2<sup>nd</sup> by M. Bedish to approve the 2010 Maintenance Department budget request and to send it to the Finance & Budget Committee. All voted aye. Carried.

**Letters and Communications:**

Nothing presented

**Set next meeting date and time:**

The next regular meeting was set for Wednesday, October 14, 2009 at 9:00 AM.

**Adjournment:**

Motion by C. Rayala, 2<sup>nd</sup> by L. Thorpe to adjourn. All voting aye. Carried.  
Meeting adjourned at 11:45 A.M.

Respectfully submitted by:  
David R. Alleman  
Vilas County Clerk