

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 Ron De Bruyne with the following committee members present: Jim Behling, Charles Rayala, Jr. and Linda Thorpe. Edward Bluthardt, Jr. was excused. County Board Chair Stephen Favorite took part in the meeting in an ex officio capacity. Other persons present at various times during this meeting: Gary Kuckenbrod, Chris Kamps, Joe Fath, Gary Peske, Tim Evenson, Nancy Miller, Terri Miller, Maynard Bedish, Fred Radtke, Mary Platner, Dennis Nielsen, Kurt Berner, representing The Samuels Group; Paul Brummund, representing Potter Lawson; Jeff Pronschinske, representing Arnold & O'Sheridan; Ken Anderson and David Alleman.

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

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

Approve minutes of September 15, 2011 meeting and the September 29, 2011 Outlay meeting:

Motion by L. Thorpe, 2nd by J. Behling to approve both sets of minutes as presented. All voted aye. Carried.

UW Extension Committee request to modify and/or reconsider action to relocate main floor UWFL office space:

The UW Extension Committee has requested that the previous action taken by Public Property Committee, regarding the relocation of UWFL offices, is reconsidered. N. Miller listed three concerns:

1. Short notice regarding the move. Need time to formulate a plan to minimize department and service disruption.
2. Alleviate the need to move twice. Can this relocation be accomplished without having to move the offices again.
3. Moving schedule. Would like the move scheduled so the department educators can assist with furniture and file locations, etc.

N. Miller also requested that some items be stored in the vacated office space until a permanent space is chosen. F. Radtke proposed that UWFL be relocated into the Public Health Department space, if that space becomes vacant due to that department relocating to leased office space. He wants any UWFL move delayed until that time. N. Miller would like to unite the entire UW Extension department in that space, if feasible. J. Behling feels that any delay is a bad idea; the HR Director needs the area to develop a workable office environment that is adjacent to the other administrative offices. F. Radtke asked that HR remain in temporary quarters until Public Health space is vacated. S. Favorite concurred, and asked the committee to consider delaying any move until the Public Health lease issue is decided. L. Thorpe also felt that the move could be delayed. J. Behling replied that the original action was not predicated upon any move by the Public Health Department; the previous action was based upon the need to provide the HR Director with a suitable office.

Motion by J. Behling to not reconsider or modify the previous action taken by the committee to relocate the UWFL offices. Motion failed for lack of a second.

R. De Bruyne appreciates the arguments presented by the UW Extension Committee.

Motion by R. De Bruyne, 2nd by L. Thorpe to rescind the previous action and to allow UWFL to remain in their current office space until the County Board takes action regarding the Public Health Department leased space proposal. J. Behling called for discussion of the motion. He feels that any delay will result in the UW Extension Committee returning with the same negative arguments. **4 voted aye. 1 no vote: J. Behling. Carried.**

Approval of bills:

Motion by C. Rayala, 2nd by R. De Bruyne to approve the bills as presented. All voted aye. Carried.

Courthouse and Justice Center boilers and HVAC project:

K. Berner reported that the project is essentially complete. Outstanding issues that remain include the need to sequence boiler operation and operator training. A final walkthrough is scheduled with Engineering370.

Courthouse security study:

P. Brummund presented a progress report. Two days will be spent onsite. K. Berner will provide a phased in approach to mitigating security issues.

Lease of local office space – draft lease agreement:

The committee reviewed the terms and costs contained in the draft lease. G. Kuckenbrod reported that the Public Health Dept. used a commercial refrigerator that required uninterrupted power, necessitating the need for a backup. Technology infrastructure needs were also discussed. J. Behling stated that none of the issues presented were insurmountable. Infrastructure needs include data drops in all necessary locations and hospital grade flooring in clinical areas. G. Kuckenbrod also stated that he had no personnel available to provide janitorial services in any additional leased space. The cost of the annual lease and infrastructure improvements were discussed. An amount will need to be included in the 2012 budget for this purpose. **Motion by C. Rayala, 2nd by R. De Bruyne to budget the amount of \$65,000.00 in a 2012 Outlay, to provide for one years lease payments and infrastructure costs. All voted aye. Carried.**

Motion by S. Favorite, 2nd by C. Rayala to approve pursuing a lease agreement between Vilas County and the property owner; that the resultant lease agreement be submitted to the Corporation Counsel for review; and that a joint Public Property Committee / Forestry & Lands Committee be scheduled to discuss and take action on sending a resolution to the November County Board asking for their approval of a lease agreement. All voted aye. Carried.

Purchase of signage – concealed and open carry ordinance:

This item was discussed briefly. The issue is to remain on the agenda for the next meeting.

Sheriff's Dept and Jail purchases:

The following purchases were presented:

Portable metal detector	@	\$5,075.00
Jail kitchen convection oven	@	\$8,241.00
Jail offices file cabinets	@	\$4,102.23

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

At 11:30 A.M. the meeting location was moved to the Justice Center main floor conference room.

Public Health Dept. purchases:

Nothing presented.

Social Services Dept. purchases:

C. Kamps presented the following purchase request for the Social Services Dept.

8 VoIP telephones	@	\$2,825.08
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Motion by J. Behling, 2nd by C. Rayala to approve the purchase. All voted aye. Carried.

Information Technology report, travel and purchases:

C. Kamps presented her 2012 I.T. Department budget request. S. Favorite asked her about limiting attendance at the annual Spillman Conference in Utah, citing the high cost of that travel. C. Kamps reiterated the need for the annual training due to the constant updates to that system. **Motion by J. Behling, 2nd by L. Thorpe to send the I.T. Department budget as presented, to the Finance & Budget Committee 2012 budget hearings for consideration. All voted aye. Carried.**

Maintenance Supervisor report and purchases:

G. Kuckenbrod presented his 2012 Maintenance Department budget request. **Motion by J. Behling, 2nd by C. Rayala to send the Maintenance Department budget as presented, to the Finance & Budget Committee 2012 budget hearings for consideration. All voted aye. Carried.**

a. Loading dock replacement:

G. Kuckenbrod reported that the loading dock apparatus was damaged by corrosion and inoperable. He is requesting permission to purchase replacement equipment. A replacement dock would cost \$4,400.00; a power assist version costs \$5,200.00. After discussing the issue, the committee advised G. Kuckenbrod to investigate a better solution to the problem. G. Kuckenbrod also reported the replacement of ceiling tiles in the jail kitchen.

Letters and Communications:

Nothing presented

Set next meeting date and time:

October 26, 2011 was set as a tentative date for a joint meeting with the Forestry & Lands Committee. The next regular meeting will be held on Tuesday, November 15, 2011.

Adjournment:

Motion by C. Rayala, 2nd by S. Favorite to adjourn. All voted aye. Carried.

Meeting adjourned at 12:20 P.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.