

Open meeting law complied with. Quorum verified.

Call to order:

The meeting was called to order at 9:00 A.M. at the Vilas Co. Courthouse by Chairman Ronald De Bruyne with the following members present: Maynard Bedish, Ed Bluthardt, Jr., Charles Rayala, Jr. and Kathleen Rushlow. Other persons present at various times during this meeting: Gene Leveille, Chris Kamps, Barb Gibson, Linda Thorpe, Gina Egan, Ken Anderson and David Alleman.

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

Motion by K. Rushlow, 2nd by C. Rayala to approve the agenda with the agenda order at the Chair's discretion. All voting aye. Carried.

Approve previous minutes:

Motion by K. Rushlow, 2nd by M. Bedish to approve the minutes of the April 14, 2008, meetings as presented. All voting aye. Carried.

Approval of Bills:

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

Information Technology Report, Travel and Purchases:

C. Kamps informed the committee regarding the situation pertaining to Verizon phone system maintenance fees. Prior to 2005, Verizon was charging the County an annual maintenance fee of \$8,000.00. This fee was increased in 2005 to \$11,000.00 and to \$23,000.00 for 2006. The maintenance contract covers the Courthouse and the Justice Center phone service with the exception of the E911 system, which is a separate contract. All past attempts by the IT Dept. and the County Clerk's office to receive information from Verizon regarding the reasons or necessities for the yearly maintenance fee rate increases were not responded to by Verizon. The maintenance fees were subsequently paid for at the original contract rate. This year Verizon attempted collection. C. Kamps was able to get the past rate increases nullified with the exception of \$1,882.63. Motion by C. Rayala, 2nd by E. Bluthardt to pay the \$1,882.63 past due billing to Verizon from the General Telephone acct. # 100.16104. All voting aye. Carried. Questions were raised regarding if this rate is expected to keep on increasing. C. Kamps replied that the current maintenance fee is budgeted at \$24,000.00 and will continue to increase due to the age of the phone system equipment, which was installed in 2001. K. Rushlow felt that it may be time to investigate purchasing a new phone system. Cost of a new system is estimated to run between \$100,000 and \$200,000. E. Bluthardt suggested that due to that high cost, a phone system consultant might be hired to advise the County in this process. R. De Bruyne asked the Clerk to find out if our current communications consultant, PSC Alliance, could perform this task. After further discussion a motion was made by K. Rushlow, 2nd by R. De Bruyne to develop a list of potential phone system consultants, and to further develop an RFP that could be presented to those consulting firms that were interested. All voting aye. Carried. C. Kamps then reported that the hiring of an

additional staff member for her department had progressed through the background testing and PEP test phases. C. Kamps further reported that the Wisconsin Spillman Users Group (W.S.U.G.) meeting would be held in Eagle River on June 5th and 6th, 2008. It was suggested that Property Committee members be allowed to attend both days of the conference if so desired. Motion by K. Rushlow, 2nd by C. Rayala to allow Property Committee members to attend the W.S.U.G. conference and to authorize the payment of mileage and per diem. During discussion, E. Bluthardt requested that the motion and 2nd be amended to also allow Law Enforcement Committee members to attend, as that committee also administers policy regarding the Spillman system. K. Rushlow and C. Rayala both amended their respective motion and 2nd to include authorization of payment of mileage and per diem to Law Enforcement members who would also like to attend this conference. All voting aye. Carried. The Clerk was instructed to make sure that the meeting was posted by both committees.

Sheriff's Dept. & Jail Purchases:

Nothing presented.

Social Services Dept. Purchases:

None presented.

County Clerk Purchases:

The Clerk presented the purchase of 3 new office chairs for department staff as follows from Clermont Office Supplies:

1 ea. TIF2424AG2110 chair w/lumbar and arms. \$429.99

2 ea. GLB9430BKPB09 chairs w/lumbar and arms. \$739.78.

Total purchase price is \$1,169.77 including delivery and set-up. The Clerk presented 2 additional price comparisons for each type of chair. All were in excess of the Clermont price with the exception of Comet Supply.com, whose quote on the two GLB chairs totaled \$66.38 less than Clermont. As Clermont had provided the use of these chairs for a trial period of more than one month, and because they are a local company with a history of good service to Vilas County, it was recommended that Clermont be awarded the sale. Motion by M. Bedish, 2nd by E. Bluthardt to approve the purchase of 3 chairs for the Clerk's office from Clermont Office Supply at the bid price of \$1,169.77. All voting aye. Carried.

Public Health Dept. Purchases:

G. Egan informed the committee that the intended purchases had not yet been approved by the Public Health Committee. This item will be kept on the agenda for the June, 2008 meeting.

Courthouse Pool Vehicle – Policy Draft:

The Clerk presented a Courthouse Vehicle Use Policy draft as authored by the Corporation Counsel. The committee discussed the policy draft and recommended the following amendments:

Page 2 – section VI – paragraph I: Amend to replace the word “semi-annual” with “annual”.

Page 3 – section VII – paragraph A – line 1: Replace the word “implanting” with “implementing”.

Page 3 – section VIII – paragraph B – line 12: Amend sentence to read “Bicycle(s) transported inside or outside vehicles”.

Motion by C. Rayala, 2nd by M. Bedish to approve the draft policy as amended. All voting aye. Carried. B. Gibson presented a copy of a proposed Use Agreement Form.

Discussion commenced on the necessity of checking driver’s license validity prior to each use. It was felt that the user’s driver’s license would only have to be checked initially and then again on an annual basis. E. Bluthardt suggested that the actual driver’s license be photo copied and attached to the original Use Agreement Form, and filed by the Clerk.

B. Gibson asked the committee for funds to purchase identifying decals for each side of the car. Motion by K. Rushlow, 2nd by C. Rayala to pay for the decals out of the Maintenance Dept. budget Misc. line. All voting aye. Carried.

Maintenance Supervisor Report/Purchases:

G. Leveille reported that the newly hired custodian would begin her employment on May 22, 2008. Her name is Cynthia Doyen. He also reported that the mud jacking of the Justice Center sidewalk and the replacement of the Sheriff’s Dept. Evidence Building garage doors were both completed. He then reported on the recent repair of a clogged drain in the Justice Center kitchen.

a. Panic Button Upgrade:

G. Leveille presented a quote from Systems Technologies in the amount of \$2,474.81 for upgrading and adding to the Courthouse panic button system. Motion by C. Rayala, 2nd by E. Bluthardt to approve the purchase and installation. All voting aye. Carried.

b. Window Replacement – 2nd Floor Courthouse:

G. Leveille presented the following quotes for replacing 16 2nd floor Courthouse windows with security glass as follows:

Northern Glass	\$3,920.00
Mike’s Rhinelander Glass	\$3,290.00
H&T Glass	\$3,081.00

All 3 bids included removal and replacement of the existing glazing with Low E security tint glass. Motion by E. Bluthardt, 2nd by C. Rayala to accept the low bid from H&T Glass and approve the glass installation. All voting aye. Carried.

c. Master Control – Install Electric Circuit:

G. Leveille presented a bid from Eagle Electric of \$538.00 for the installation of an additional master circuit in the Sheriff’s Dept. E. Bluthardt asked if other bids had been received and if Eagle Electric was the low bidder. G. Leveille responded that he solicited bids from a number of electrical contractors, but that only two had responded due to the small size of the job. He further stated that Eagle Electric was the low bidder. Motion by C. Rayala, 2nd by M. Bedish to accept the low bid of \$538.00 from Eagle Electric and to approve the installation of the new circuit. All voting aye. Carried.

Convene Closed Session:

The Chair stated that there was no necessity to convene a closed session at this time. He anticipated the need for a closed session at the June, 2008, meeting.

Letters and Communications:

None presented.

Set next meeting date and time:

The next meeting was set for Friday, June 13, 2008 at 9:00 AM.

Adjournment:

Motion by C. Rayala, 2nd by K. Rushlow to adjourn. All voting aye. Carried.
Meeting adjourned at 10:47 A.M.

Respectfully submitted by:

David R. Alleman
Vilas County Clerk

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