

Call to order:

The Public Property Committee meeting was called to order at 11:00 A.M. in the Vilas County Courthouse conference rooms by Chairman Jim Behling with the following committee members present: Lorin Johnson, Carolyn Ritter and Linda Thorpe. Edward Bluthardt, Jr. was excused. Other persons present at various times during this meeting: Bill Weiss, Mike Duening, Chris Kamps, Joe Fath, Mark Collins, Russ Szuta, Gina Egan, Jim Galloway, Jason Hilger, Dan DeArmond representing Telcologix and David Alleman. Open meeting law complied with and quorum verified.

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

Motion by C. Ritter, 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 the December 17, 2013 meeting:

Motion by L. Thorpe, 2nd by C. Ritter to approve the minutes of the December 17, 2013 meeting as presented. All voted aye. Carried.

Jail painting project – update and phase 3:

Note: L. Johnson recused himself from any discussion or action and left the meeting area. B. Weiss reported that the jail painting project, phases 1 and 2, were close to being finished. The contractor has offered to complete phase 3 at a discounted rate. B. Weiss stated that he is very pleased with the painting services completed and recommends that the contractor is allowed to complete phase 3, as this would then complete the repainting of all cells, lockdown blocks and the sally port area. Funds are available in the Jail Assessment expense line. **Motion by L. Thorpe, 2nd by C. Ritter to extend the jail painting contract with the current vendor to include phase 3 at a cost of \$9000.00. All voted aye. Carried.**

Courthouse security:

J. Behling reported the revival of the Courthouse Security Committee, chaired by the Circuit Court Judge. He reported the assessment of courthouse security levels to be “eye opening.” Past efforts by this committee to install a courthouse entry lock-down and door fob system were discussed. That system was not approved for funding. C. Ritter asked if any overall security plan existed. J. Behling replied that the Security Committee could provide that information. The committee will move forward with the fob system. R. Szuta was instructed to procure updated cost data.

Fleet vehicle use policy revisions:

D. Alleman presented the revised fleet vehicle use policy. He explained the reasons behind a number of proposed revisions, characterizing the policy amendments as being design to be more “user friendly” to encourage greater use of the county vehicles by staff. G. Egan presented a number of concerns that the Public Health Dept. has concerning vehicle use. The committee discussed the amendments to the policy. **Motion by C. Ritter, 2nd by L. Johnson to approve the fleet vehicle use policy as amended. All voted aye. Carried.**

Evidence garage update:

J. Behling reported that information received from The Samuels Group indicates that the replacement cost of the building that is for sale in Arbor Vitae is in excess of \$500,000. This amount is substantially more than the current asking price and appraised value of that real estate. The committee discussed avenues for moving this initiative forward. R. Szuta reported that the current evidence garage was continuing to settle; additional wall cracking has been discovered. J. Behling asked that the issue of purchasing the Arbor Vitae property be put on the next Law Enforcement Committee agenda.

I.T. Sheriff's Dept. - report, purchases and travel request:

C. Kamps reported in regards to the following issues:

- Ereferral Protect interface is in the testing stage
- There is a need to update the statute table in the Spillman System
- NICE System VoIP recording implementation is in progress
- Sheriff sale information can now be posted to the web by Law Enforcement Clerks
- Law Enforcement Clerks can now upload position advertisements directly to the web
- The Fire/EMS simulcast system is in operation
- A large PC purchase is planned for the Sheriff's Dept.

J. Fath indicated the desire to have his department utilize Facebook and Twitter for the public dissemination of Sheriff's Dept. information. No purchase or travel requests were presented.

I.T. General - report, purchases and travel request:

M. Duening reported in regards to the following issues:

- The VM Ware project is 90% complete.
- Contents Management software will be purchased and installed soon, allowing departments to upload information directly to the county website.
- Heartland Business Systems contract employee is doing very well – great overall I.T. knowledge. Very good help-desk skills.

No purchase or travel requests were presented.

a. Phone System – future needs and costs:

M. Duening reported in regards to recent outages of the county's phone system. The current provider is not able to offer the required level of response to repair/reboot the system when these outages occur. M. Duening cited obsolete components and software issues as causes of these outages. He introduced Dan DeArmond of Telcologix. D. DeArmond explained the deficiencies encountered in the phone system and proposed to option for going forward. Option #1 includes system repair and a software upgrade at a cost of \$7,440.00 and annual maintenance for the next five years at \$12,484.00 annually. Option #1 is conditioned upon the equipment being warranted and no increase in annual maintenance fees. He cautioned that the equipment provider, Avaya, planned to phase this system out within five years. Option #2 would be to immediately upgrade the phone system to a virtual IP system, thus eliminating many of the soon to be obsolete components, at a cost of \$64,000.00. Avaya is offering discounts to current users to facilitate this upgrade. The committee discussed the path forward. D. DeArmond was asked to return with a formal cost proposal and a proposed contract for further discussion.

Maintenance Director report and purchases:

R. Szuta reported that the panic button system was operational in all areas. Clean Power contracted staff are performing well. He reported that the Treasurer and the Register of Deeds refused to allow the contract staff to clean their office space. J. Behling will refer that issue to the Personnel Committee. Staff provided under the Superior Electric contract continue to perform well.

a. Preventative Maintenance plan:

R. Szuta reported no current progress. J. Behling will contact The Samuels Group to begin the implementation of this project.

Department purchases and leases:

Nothing presented.

Letters and Communications:

Nothing presented.

Set next meeting time and date:

The next meeting is scheduled for 9:00 A.M. Thursday, March 13, 2014.

Adjournment:

The Chair adjourned the meeting at 1:34 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.