

**Notice: A portion of this meeting was held jointly with the Forestry, Recreation and Lands Committee**

**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: Lorin Johnson, Carolyn Ritter and Linda Thorpe. Edward Bluthardt, Jr. was excused. The Forestry, Recreation and Lands Committee was also called to order at 9:00 A.M. by Chairman Ralph Sitzberger with the following committee members present: Maynard Bedish, Leon Kukanich and Charles Rayala. Sig Hjemvick was excused. Other persons present at various times during this meeting: Mike Duening, Joe Fath, Mark Collins, Russ Szuta, Jason Hilger, Larry Stevens, Martha Milanowski 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, 2<sup>nd</sup> by L. Johnson to approve the agenda, with the agenda order to be presented at the Chair's discretion. All Public Property members voted aye. Carried.**

**Approve minutes of the February 14, 2014 meeting:**

**Motion by L. Thorpe, 2<sup>nd</sup> by L. Johnson to approve the minutes of the February 14, 2014 meeting as presented. All Public Property members voted aye. Carried.**

**Closed Session:**

**Motion by L. Thorpe, 2<sup>nd</sup> by R. Sitzberger to enter into closed session pursuant to Wis. Stat. §19.85(1)(e) for the purpose of deliberating the purchase of public property located in Arbor Vitae, WI. All joint committee members voted aye. Closed session entered into at 9:02 A.M.**

**Return to Open Session:**

**Motion by C. Rayala, 2<sup>nd</sup> by C. Ritter to adjourn the closed session and to return to open session. All joint committee members voted aye. Returned to open session at 10:40 A.M.**

**Committee may take action on matters discussed in closed session:**

**Motion by C. Rayala, 2<sup>nd</sup> by L. Johnson to direct the Corporation Counsel to prepare an offer to purchase real estate, including all contingencies discussed during the closed session. The offer to purchase shall be in the amount of \$200,000.00 and shall be tendered to the owners of the Steel Design Inc. real estate located in Arbor Vitae, WI. All joint committee members voted aye. Carried.**

**Future Public Property Committee offers/counteroffers to purchase real estate:**

R. Sitzberger requested that his committee authorize the Public Property Committee to deliberate on future offers and counter offers, as may result from the offer to purchase the Steel Design, Inc. real estate. He sees no further need for joint committee action in this

process. **Motion by R. Sitzberger, 2<sup>nd</sup> by L. Kukanich to authorize the Public Property Committee to engage in additional negotiations with the owners of the Steel Design Inc. real estate, without further Forestry, Recreation and Lands Committee involvement. All Forestry Committee members voted aye. Carried.**

**Forestry Committee adjournment:**

**R. Sitzberger adjourned the Forestry, Recreation and Lands Committee meeting at 10:46 A.M.** The Public Property Committee continued with their meeting.

**Fleet vehicle use policy revisions - final:**

D. Alleman explained that amendments ordered by the committee at their February meeting required that additional clarifications be made to the policy. M. Milanowski stated that she reviewed the policy as amended and clarified and found it to be acceptable. **Motion by L. Johnson, 2<sup>nd</sup> by L. Thorpe to approve the fleet vehicle use policy as amended and clarified. All voted aye. Carried.**

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

J. Fath reported on the recent water leak that damaged electronic equipment in the dispatch center. Reimbursement from the County's insurance carrier will be pursued. No purchase or travel requests were presented.

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

M. Duening reported that his section remains very busy. He reported on the following issues:

- The virtualization project is completed.
- A new email server and Contents Management software will be installed in April.
- Heartland Business Systems continues to perform well.
- To provide for redundancy, a second internet access feed is being pursued.

J. Behling requested an update on the telephone issue. M. Duening reported that Telcologix was prepared to submit a detailed bid. The committee discussed proposed telephone system upgrades needed and the proposed costs. **Motion by L. Thorpe, 2<sup>nd</sup> by C. Ritter to prepare a resolution for consideration at the April 2014 committee meeting, authorizing the purchase of the equipment and services necessary to upgrade the Courthouse / Justice Center telephone system. All voted aye. Carried.** No purchase or travel requests were presented.

**Maintenance Director report and purchases:**

J. Behling recused himself from all discussion and action and left the meeting room and appointed C. Ritter to act as ad hoc Chair in his absence. R. Szuta presented proposals for Courthouse / Justice Center parking lot crack patching and seal coating as follows:

- Pitlik & Wick \$13,530.00
- Finsh Line Services LLC \$ 6,300.00

R. Szuta reported that both firms complied with the advertised RFP, with the exception that Pitlik & Wick's bid includes a third application of seal coating. The committee discussed the proposals. **Motion by L. Thorpe, 2<sup>nd</sup> by L. Johnson to accept the bid from Finish Line Services LLC in the amount of \$6,300.00 for parking lot crack patching and**

**sealcoating. All voted aye. Carried.** J. Behling returned to the meeting. R. Szuta reported that the County Treasurer and the Register of Deeds continued to refuse to allow contracted custodial personnel to clean their respective offices. Both offices are doing their own cleaning. The committee discussed the situation and again referred the issue to the Personnel Committee.

**a. Preventative Maintenance plan:**

R. Szuta reported progress on the creation of a PM plan.

**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. Friday, April 11, 2014.

**Adjournment:**

The Chair adjourned the meeting at 11:32 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.