

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 conference rooms by Chairman Ronald De Bruyne with the following committee members present: Jim Behling, Kathleen Rushlow, Charles Rayala, Jr. and Linda Thorpe. Other persons present at various times during this meeting: Gene Leveille, Chris Kamps, Gary Peske, Barb Gibson, Adam Grassl, Gina Egan and David Alleman.

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

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

Approve minutes of the May 14, 2010 meeting:

Motion by L. Thorpe, 2nd by J. Behling to approve the minutes of the May 14, 2010 meeting minutes as presented. All voted aye. Carried.

Approval of bills:

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

WebMap service demo – Barb Gibson:

B. Gibson and A. Grassl presented a demonstration of the WebMap online mapping service currently in development. This service, when rolled out online, will allow the public to view and research various map layers such as streets and roads, plats of lots, etc. The service will not provide the names of property owners, but will list addresses and parcel numbers. This service will replace the current PV Web service. Due to the large amount of area dial-up internet users, the service will be abbreviated in some respects to allow for reasonable upload times.

Plat book map layout - Adam Grassl:

A. Grassl presented a demo of future plat book layouts prepared by the Mapping Dept. The desire is to produce the future plat books in-house at lower cost, with more up to date information. Managed Forest Crop designations of listed properties were discussed. It may not be feasible to include the MFL designation on the plat book maps. The Clerk stated that the MFL designations were requested by some hunters. **Motion by L. Thorpe, 2nd by C. Rayala to retain the Managed Forest Land designation in the proposed in house plat book if possible. All voted aye. Carried.**

Sheriff's Dept. and Jail purchases:

G. Peske presented a purchase request from Northway Communications Inc. for antenna and line equipment to complete that Vilas – Oneida Interoperability portion of the communication project. The purchase request totals \$12,341.25. **Motion by C. Rayala, 2nd by R. De Bruyne to approve the purchase request. All voted aye. Carried.**

Public Health Dept. purchases:

Gina Egan presented a purchase request for a desk, return, hutch and box file from Clermont at as cost of \$1,457.95. She presented a second purchase request for a set of desk area partitions from Clermont at a cost of \$1,459.30. **Motion by C. Rayala, 2nd by L. Thorpe to approve both purchases. All voted aye. Carried.**

Social Services Dept. purchases:

Nothing presented.

Juvenile Intake Dept. purchases:

Nothing presented.

Global Wireless Solutions – resolution to County Board:

A resolution to the County Board authorizing a transfer of funds from the General Fund, to be used to pay the outstanding Global Wireless Solutions invoice was discussed. **Motion by K. Rushlow, 2nd by C. Rayala to approve the resolution and to send it on to the June County Board for their adoption. All voted aye. Carried.**

Maintenance contracts:

C. Kamps presented a list of maintenance contracts covering various I.T. related software and hardware products and processes, as overseen by her department. The committee discussed the list and found nothing unreasonable with the contracts or the fees charged.

In-house printing of business cards:

L. Thorpe reported that the issue of business card printing was presented and discussed at the recent department head meeting. An online service, Vista Print, was the recommended vendor for business cards, although cards may still be printed in house using local software and materials. She also reported that she has been told that the Social Services Dept. wants to continue purchasing their business cards from a more expensive vendor. This initiated a discussion regarding the need to standardize the business card format, especially with regards to the use of the current Vilas County logo. It was suggested that a format be developed in conjunction with a business card purchasing directive, and presented for adoption before the County Board. Cindy Burzinski is to be contacted to lend her expertise in the development of a standardized business card format. This item is to be kept on the agenda for the July meeting.

Building Design update:

G. Leveille reported his concern with the proposed courthouse addition and the apparent exclusion of baseboard heating. He is worried that the initial design is not taking into consideration our colder winters. K. Rushlow reported that the Building Design Committee was presented with an office space lease proposal. She stated that the committee felt that the space offered was too small. She also expressed concern regarding future problems that may be encountered with leasing properties. She then presented reasons why the proposed design works best for the cliental served by the departments included in the addition, and why all of these departments need to be located in the same building. L. Thorpe discussed

the possibility of retaining Human Services in the courthouse, and moving other departments to satellite locations.

Information Technology report, travel and purchases:

Nothing presented.

Maintenance Supervisor report and purchases:

G. Leveille reported that he recently conducted maintenance at the Eagle River Communication Tower site. He is concerned that security hook-ups to the Sheriff's dispatch desk have not been properly made or enabled. He is concerned that emergency generator and shelter door status is not being transmitted. He also reported that an onsite telephone was not serviceable. He would like working phones at each tower site to enhance the security of staff conducting periodic maintenance. He also reported that the courthouse grounds would soon be signed for no smoking. The sound system in the small courtroom requires repairs; costs are being investigated. He then reported that a computer mount was installed in the new county pool vehicle, along with a switch to disable the passenger side airbag when the mount was in use.

Letters and Communications:

C. Kamps again reminded the committee that Vilas County would again be hosting the annual Wisconsin Spillman Systems User Group conference in August, 2010. K. Rushlow reported a problem with plumbing in the Jail kitchen.

Set next meeting date and time:

The next regular meeting was set for Thursday, July 15, 2010 at 9:00 AM.

Adjournment:

Motion by L. Thorpe, 2nd by C. Rayala to adjourn. All voted aye. Carried.

Meeting adjourned at 11:09 P.M.

Respectfully submitted by:
David R. Alleman
Vilas County Clerk.