

Open meeting law complied with. Quorum verified.

Call to order:

The meeting was called to order at 9:00 A.M. at the Vilas County Courthouse by Chairman Ronald De Bruyne with the following committee members present: Edward Bluthardt, Jr., Charles Rayala, Jr. and Kathleen Rushlow. Maynard Bedish was excused. Other persons present at various times during this meeting: Gene Leveille, Chris Kamps, Barb Gibson, Tim Evenson, Nancy Livingston, Joan Hansen and David Alleman.

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

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

Approve previous minutes:

Motion by C. Rayala, 2nd by E. Bluthardt to approve the minutes of the July 14, 2008 meeting as presented. All voting aye. Carried.

Hiring of a Telecommunications Consultant – Resolution for County Board:

Motion by C. Rayala, 2nd by E. Bluthardt to approve the resolution and to send it to the Finance & Budget Committee for their approval and then to the August 19, 2008 full County Board meeting. All voting aye. Carried.

Recommendations from the Research & Planning Ad Hoc Committee:

a. Review and approval of Court Street parking redesign:

The Chair presented the proposed Court Street parking redesign drawing to the committee. C. Rayala was concerned about the impact to the west end parking lot, as far as direction of traffic was concerned. E. Bluthardt felt that appropriate signage would take care of any directional problems. It was felt that parking space #1 should be eliminated for sight distance and traffic safety reasons. E. Bluthardt would like to see some handicap spaces adjacent to the proposed direct sidewalk to the Register of Deeds handicap entrance. C. Rayala does not like the idea of creating a one way street. K. Rushlow is concerned about how the entire angle parking / one way street plan would impact local property owners. All felt that more parking was needed. K. Rushlow felt that the County should be exploring the creation of a larger parking lot in front of the Courthouse, located on County land. R. De Bruyne discussed the possibility of reimbursing the City of Eagle River for some of the costs to stripe and sign for angle parking.

b. Social Services wing handicap parking spaces and directional signage.

G. Leveille reported that 2 handicap spaces were provided at either side of the east door leading into the Social Services wing. A sign directs the public to use the Register of Deeds handicap entrance. The Social Services wing entrance is not handicap approved because of the narrow door and interior hall widths. K. Rushlow brought up the entrance on the north side of the Social Services wing. G. Leveille said that the door width was okay, but that the entrance did not have an automatic door opener operated by an exterior button. K. Rushlow felt that the cost of equipping that entrance to ADA standards should be investigated along with additional handicap parking spaces near that location.

c. Install direct sidewalk to Register of Deeds handicap entrance:

E. Bluthardt made the point that a larger parking lot might eliminate the need for this direct sidewalk, as it would be incorporated into the expanded parking area. All felt that more information was needed before a decision could be made.

Motion by C. Rayala, 2nd by E. Bluthardt to obtain cost estimates for the installation of a direct sidewalk from the curb to the Register of Deeds handicap entrance; to have G. Leveille determine how many more parking could be developed in front of the Courthouse on County lands; and to obtain estimates from the City of Eagle River regarding the costs of the proposed striping and signing for angle parking on Court Street. All voting aye. Carried.

Sheriff's Dept. & Jail Purchases:

T. Evenson presented a resolution approved by the Law Enforcement Committee for County Board approval. The resolution would authorize the purchase of a 2-way radio system for the Jail. This system would replace a soon to be obsolete system, incorporate digital technology, and would include a repeater, allowing for greatly increased range within the Justice Center and Court House. Total cost of the system at a State bid price is \$21,008.00. Funds would come from the Jail Assessment line item. E. Bluthardt stated that this purchase was unanimously approved by the Law Enforcement Committee and was felt to be necessary for reasons of employee and public safety. Motion by E. Bluthardt, 2nd by C. Rayala to approve the purchase. All voting aye. Carried.

UW Extension – large capacity copier bids and lease:

N. Livingston presented bids for 3 different large capacity copier leases. Xerox, Kyocera and Konica Minolta were all represented. After lengthy discussion it was felt that although the monthly lease rate was the highest with the Xerox machine, that machine offered the most needed features along with color copying capabilities. The current large capacity copier is a Xerox, and service has been excellent. Service call response times for the Xerox copier were estimated at between 1 to 2 hours, whereby the other two machines could only offer response times of between 24 and 36 hours. This was also felt to be a major factor in the choice of machines. Motion by C. Rayala, 2nd by E. Bluthardt to approve the 5 year lease of a Xerox WC7675 color copier at a monthly rate of \$799.68, including cost of all maintenance, supplies and parts, except paper. All voting aye. Carried.

Social Services Dept. purchases:

None presented.

Information Technology report, travel and purchases:

C. Kamps presented a demonstration of the enhanced property tax information system now offered on the Vilas County website. This will enable interested parties to access property tax information that is public record. Some committee members expressed concern that too much personal information was being revealed. E. Bluthardt reminded the committee that \$1.00 of every property transfer fee was being earmarked by the State to help fund this type of service. He also reminded the committee that all of the information was public record and currently available on request.

Note: K. Rushlow was excused at 10:05 due to a previous appointment.

C. Kamps then presented a purchase for the Tax Lister's office of a Lexmark 2000 sheet paper drawer and accessories for \$747.94. This will be a companion piece for a Lexmark printer currently in use in that office. Motion by R. De Bruyne, 2nd by C. Rayala to approve the purchase. All voting aye. Carried.

C. Kamps then requested permission to attend the 2008 Crime Information Bureau Technology Conference in Green Bay, WI on September 16th through the 18th, 2008. Total estimated cost with mileage reimbursement is \$575.00. Motion by C. Rayala, 2nd by E. Bluthardt to approve the travel and the expense. All voting aye. Carried.

C. Kamps presented a draft copy of a proposed Information Technology Policy that will cover a myriad of technology and computer use issues. E. Bluthardt asked if this policy will also cover use of the soon to be online Mobile Data System in the Sheriff's Dept. C. Kamps replied that the policy was all inclusive for all such systems used by Vilas County, but that the Sheriff's Dept. would probably also develop a companion policy for their systems.

Approval of bills:

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

Register of Deeds:

a. Purchases:

J. Hansen presented a purchase request for an additional Plat Cabinet at a cost of \$4,440.00 from Excel Binding, Inc. Sufficient funds have been budgeted in an outlay account for this purchase. Motion by C. Rayala, 2nd by E. Bluthardt to approve. All voting aye. Carried.

b. Off site secure storage:

J. Hansen reported that the County would no longer be able to utilize the basement of the M&I Bank of Eagle River for off site microfilm storage. Options for the County are to rent safety deposit boxes at a local bank or contract for out of state off site storage services. Climate control is also a concern, to help preserve the integrity of the microfilm. C. Rayal stated that gun safes offering climate control were available. J. Hansen reiterated the need for off site storage to insure the survivability of the backup media. R. De Bruyne asked if the POD under the Justice Center could be used. J. Hansen replied that she would leave that decision up to the committee. She also stated that the amount of backup microfilm was not increasing, as backups were now being digitized. Since the amount of the backup media was not increasing, E. Bluthardt felt that the annual rental of a couple of local bank safety deposit boxes might be the most cost effective way of dealing with this issue. Motion by C. Rayala, 2nd by E. Bluthardt to instruct J. Hansen to get cost estimates from local banks for safety deposit box rentals, and to get cost estimates from the off site secure storage providers. All voting aye. Carried.

Maintenance Supervisor report and purchases:

G. Leveille reported that all of the previously approved exterior electrical outlets had been installed. He reported that the new concrete bench had been installed in the front of the Courthouse. He then reported that he was reconsidering the previously approved and funded epoxy sealing of the Justice Center sally port and the Arbor Vitae Highway shop Sheriff's garage area. He said that he is aware of a new sealing process that is supposed to

provide a much long period between recoating than the epoxy seal. He further stated that this process was more costly, and that current funds would not cover the expense. E. Bluthardt asked if he had ever seen any examples of this sealing process. G. Leveille replied that most examples were located down state. R. De Bruyne felt that the sealing should commence as previously approved. E. Bluthardt would like to see cost estimates and warranty information regarding the new sealing process. G. Leveille will get that information for the next meeting.

Letters and Communications:

B. Gibson gave a report to the committee concerning the use of the county pool vehicle. The vehicle has been driven about 1000 miles since its use by County personnel was approved.

Set next meeting date and time:

The next meeting was set for Friday, September 12, 2008 at 9:00 AM.

Adjournment:

Motion by C. Rayala, 2nd by E. Bluthardt to adjourn. All voting aye. Carried.
Meeting adjourned at 11:10 A.M.

Respectfully submitted by:
David R. Alleman
Vilas County Clerk

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