

PROPERTY COMMITTEE

Meeting Minutes

June 27, 2011

Opening:

The regular meeting of the Property Committee was called to order at 4:03 pm on June 27 in the Packer Room by Chairman Vold.

Present:

Hensel Vold, Dick Miller, Rob Reichwein, Mike Nelson, Michelle Haines also attending Bruce Cheline, Mark Smick, Jeff McIntyre and Cindy Currier.

A. Open Meeting

Open Meeting law met by posting.

B. Approval of Agenda

Motion by Rob Reichwein 2nd by Mike Nelson. Motion carried.

C. Approval of Minutes

Motion by Mike Nelson 2nd by Ron Reichwein to approve May minutes. Motion carried.

D. Open Issues

Projector /Screen in the County Board Room Update

It is up and working.

Motor Pool

Jeff McIntyre informed the Property Committee that the study group decided a motor pool is not the answer because every department has different needs when it comes to vehicles. So each department will provide their own information to the committee. Jeff will go to the Executive/ Finance Committee to talk about funding. Dick Miller made a motion to except Jeff's report and Rob Reichwein seconded the motion. Motion carried.

Capital Equipment Purchasing Procedure-Vehicles (Resolution)

A standing committee can purchase vehicles if they have the money in their budget as long as they have three bids. Human Services is looking to purchase three (3) Ford Focus and one (1) Ford Fusion. Mike Nelson made a motion to move to the Executive Finance Committee, seconded by Rob Reichwein. Motion carried.

Vehicle Non-lapsing Fund (resolution)

IT-Computer Room

There are four (4) Intellex computers located in a closet in the jail. The computers are getting too hot because no cooling in the area. Would like to move them in the basement there fore we need more room in the wire closet. Dan is willing to move but there is no place for him. Bruce suggested expanding the wire closet 11'4 X 8'4 ft. Remodel would cost about \$3,500.00 and Dan would still have enough room to stay in his current location. The air conditioner down there isn't cutting it. Still a big problem. The hard drives and equipment will sooner or later shut down and it will cost a lot to replace. The cost to just replace the four (4) Intellex is \$ 14,400.00. Bruce and Cindy would like to take this project to Executive and Finance Committee for funding. Dick Miller feels we should get professionals on this project we've been bouncing around for sometime now. Bruce can handle the \$2,000.00 out of his budget for now for the data room cooling study. Motion by Hensel Vold to go ahead on the room cooling study, seconded by Mike Nelson. Motion passed.

Energy Audit Report

Focus on Energy requires an engineering firm to work on it. Bruce has received a free proposal from HSR Associates for this project. Dick Miller made a motion for Bruce to talk with Rian Radtke (Corporation Council) and to approve the expenditure of \$22,900.00 out of the boiler replacement fund for boiler replacement, chiller study; water heater replacement and we will follow the purchasing policy. Mike Nelson seconded the motion. Motion carried.

Emergency Communication System/Video Conference System for Packer Room

All equipment is here but has not been installed yet.

ORC Building Set Date for Tour

We will meet with them in August so there is a possibility of having two Property Committee meetings in August.

Air Conditioner for Wiring Closet

Everything is fine.

Risograph in County Clerk's Office

Paul Syverson advised at last month's meeting that a new lease is \$146-\$156.00 a month. Internet is not needed. A 60 month lease is \$146.00 a month. Purchase is \$6,900.00. Paul had also said the riso is 5 years old and he suggested we keep the lease. Rob Reichwein made a motion to lease a new one. Mike Nelson seconded the motion at the \$146.00 a month. Motion carried.

Maintenance Report

NA/Going to rewire the TV cable in the building

Set next Meeting Date

Next meeting July 25th 4:00 p.m.

Closed Session per WI Stat. 19.85 (1) (c) to consider employment, compensation, and performance evaluation data.

Rob Reichwein made a motion to go into closed session, seconded by Mike Nelson at 5:35 pm. Roll call taken. A motion was made by Mike Nelson and seconded by Hensel Vold to go back to open session at 5:48 p.m.

Adjournment: Rob Reichwein made a motion to adjourn and it was seconded by Mike Nelson. Motion carried.

Minutes submitted by: Michelle Haines