

## **PROPERTY COMMITTEE**

Meeting Minutes

February 25, 2013

### **1. Opening:**

The regular meeting of the Property Committee was called to order at 4:04 pm on February 25, 2013 in the Wisconsin Room by Chairman Dick Miller. Members present were: Dick Miller, Dave Suchla and Michelle Haines. Also present Taavi McMahan, Rian Radtke, Paul Syverson, Jeff McIntyre and Bruce Cheline.

### **2. Open Meeting**

Open meeting laws were met by proper postings.

### **3. Approval of Agenda**

Motion made by Suchla and 2<sup>nd</sup> by Haines to approve agenda. Motion carried.

### **4. Approval of Minutes**

Motion made Haines and 2<sup>nd</sup> by Miller to approve January meeting minutes. Motion carried.

### **5. Rooms Reservations Policy**

Looks Good.

**6. Courthouse Security** Taavi McMahan, DA for Trempealeau County was the spokesperson for the Securities and Facilities Committee. Doors and windows are ordered. We are putting different locks on doors on the South Courtroom. There are no safety precautions to judges room (two doors). Last Friday there were two happenings. There are no gates between the gallery and clerk would, like to not have any open accesses. Dave Suchla suggested bullet proof glass. Sheriff Anderson gave him some break down ideas for screening security. Looking to do something about the doors which ones to close or keep open access.

### **7. Inmate Worker**

Someone needs to supervise the worker. The worker will be done March 8<sup>th</sup>.

### **8. Electric Vehicle Charging Station**

Taavi McMahan is looking at setting up a station and the cost.

### **9. Approval to Sell One Crown Victoria Vehicle**

Motion made by Suchla and seconded by Haines to approve to sell one Crown Victoria vehicle. Proceeds to go into a non-lapsing account.

### **10. Discuss Contract with City of Whitehall Parking Lot Improvement**

Rian Radtke has been working on it with the City of Whitehall. The City approved the contract at their committee level. The city is waiting for us to approve the written agreement as to the snowplowing and maintaining the lot. A motion was made by Suchla and seconded by Haines to approve and send it to Executive and Finance Committee.

### **11. Capital Purchase Policy Revision**

Rian revised the policy and found a few type-os. He will correct and bring back to next meeting.

### **12. ORC**

Dick Miller met with an appraiser, should have information by next meeting.

### **13. Contracting for Maintenance Update**

Bruce brought contracts; he has to get another bid.

**14. Maintenance Update**

Micro processor for transfer switch for generator is installed.

**15. Joint Meeting of Environment & Land Use an Ag & Extension Committee**

Meeting is scheduled for Tuesday the 26<sup>th</sup> at 5:00 p.m. with Property also.

**16. Items for Next Meeting Agenda**

Courthouse Security

Capital Purchasing Policy

Ag Extension & Land Management

Update on Boiler

ORC

Transfer of money for courthouse security.

**17. Set next Meeting Date**

Next meeting set March 25 at 4:00 pm in the Wisconsin Room.

**18. Adjourned at 5:15 p.m.**

Minutes by: Michelle Haines