

Trempealeau County Property Committee

Draft Minutes from March 23, 2015 Regular Monthly Meeting

Committee Members Present: Sally Miller, Richard Frey, Tim Zeglin, and Chuck Walek. Michelle Haines was absent. This meeting was chaired by Richard Frey.

Others who were present at some time during meeting: Jeremy Matheny (building maintenance director), Tanya Niederkorn (Sheriff's Office), Cindy Carrier (IT director), Kathy Gauger (ADRC director), Chuck Arneson (ADRC driver/dispatcher).

Agenda Item #1--Meeting convened at 9:02 AM by Frey.

Agenda Item #2--Certification of compliance with open meeting laws

Agenda Item #3--Motion to adopt today's agenda made by Walek, 2nd by Zeglin; all in favor

Agenda Item #4—Frey suggests two minor changes to February minutes. Motion to adopt revised minutes of February meeting made by Walek, 2nd by Frey, all in favor. Zeglin will send revised minutes to County Clerk.

Agenda Item #5—Jail Repair Issues

Niederkorn says that Matheny is staying on top of all new problems. She reports that painting of cell blocks is done; paint is being lab tested for adhesion; Sheriff is negotiating with company for reimbursement of costs of out-of-county housing of inmates during painting. Matheny is continuing to work on locks and all are working at present. Jail inspection has been postponed because jail staff will be involved in training session for DNA collection.

No action taken on this item.

Agenda Item #6—Dispatch Console

Carrier reports no changes in status on this item; no word from vendor (Motorola Co.) and no detailed purchase quote. Sally Miller comments that much more is needed to remedy the problem than just a dispatch console; Miller has more, still-unanswered questions about the problem; problems exist with inter-departmental communications; "dead area" in radio communications around Dodge; deputies in squad cars often lose contact; phone towers are not upgraded often enough. Carrier comments that not enough towers exist and that existing towers are not high enough. Frey mentions satellite communications; Carrier replies that satellite communications are not living up to expectations. Walek mentions that we need to identify source of problems before buying new equipment that may not integrate with existing equipment. Frey will put this problem on next Law Enforcement committee meeting agenda.

No action taken on this item.

Agenda Item #7—Sheriff's Office Software

Carrier reports that demos of software packages have just finished and three "strong contenders" (Spillman, New World, Pro-Phoenix) remain. She has dropped Tri-Tech from consideration because sales rep could not answer questions and because rep has twice cancelled sales demonstrations. Carrier will be contacting other counties to cross-check references supplied by potential vendors; she will be reporting back to this committee and to Exec/Finance after making site visits in other counties.

Walek asks about a possible time frame for purchase; Carrier replies that she is trying to have all ready for budget proposal in fall of this year.

Frey comments that all other vendors have zero interest financing available. Carrier replies that we need to read fine print in contracts to be sure of no hidden entanglements.

No action taken on this item.

Agenda Item #8—Office Space-Long Term Planning

Frey summarizes last month's discussion on this item for benefit of Sally Miller, who was not present at last month's meeting. Discussion focused on possibility of moving some offices from downtown Whitehall to vacated TCHCC building, and problems or possibilities of such a move. Miller suggests sending out questionnaire to all county departments to learn about prospective space and equipment needs. Carrier suggests that questionnaire be expanded to include future computer/software needs. Committee members all agree to compile list of questions and bring list to next monthly meeting for discussion and possible recommendation.

No voting action taken on this item.

Agenda Item #9— Sheriff's Office Impound Shed

Frey reports that bids on new building will be opened on March 26.

No action taken on this agenda item.

Agenda Item #10— Human Services Van Parking

Gauger reports that she contacted Dave Lyga, Hwy. Dept. Commissioner, and that he agreed to build a 24'x40' lean-to on an already-existing Hwy. Dept. pole building. Gauger says that one existing quote is for about \$6,000 and since this exceeds \$5,000, Rian Radtke has advised her to seek another, competitive bid.

No action taken on this agenda item.

Agenda Item #11—Courthouse Plumbing Update

Matheny reports that water by-pass line is 98% complete and that he will do a test run this week. He reports that both sewage pumps are working; he will not replace back-up pump right now because it still

works, though bearings are faulty, but primary pump works well. Matheny reports that another leak occurred in jail plumbing but that he fixed it; ceiling in deputy's locker room will have to be replaced in near future.

No action taken on this agenda item.

Agenda Items 12—Maintenance Dept. Update

Matheny reports that new AEDs should arrive next week and should be installed by next monthly meeting.

Matheny reports that about 60% of carpet square samples have arrived and he will display the samples to committee as soon as all arrive. Matheny reports he has installed PA system speaker in jail and wired it so it is functional.

Matheny reports that roof did not leak when snow melted off. His inspection of roof revealed crumbling or non-existent grout at many places where roof meets wall parapet; he has been patching all of these potential leak areas.

Matheny reports that fire hose pump in boiler room has not been checked since 2002 but he has scheduled a check.

No voting action taken on this agenda item.

Agenda Item #13—Items for next agenda

Next agenda will probably include all items listed above except: jail repair issues

Agenda Item #14—Next meeting set for 1 PM, April 26.

Agenda Item #15—Committee adjourns at 2:04 PM.