

**PUBLIC PROPERTY
NOVEMBER 11, 2015**

- Call to order** The meeting was called to order by Chairman Duane Rogers at 10:00 a.m. Committee members Derek Flansburgh and Ron Leys were present. Clerk Janet Geisler and John Poots were also present.
- Verify posting** The meeting notice was verified as being properly posted.
- App of Minutes** Flansburgh moved, Leys seconded to approve the minutes of the previous meeting. The motion carried with no negative votes cast.
- Generator** Julie Cipra, 911 Coordinator appeared to present the costs to move the generator from the Seneca site to the Rolling Ground site. The cost she received from Kish Electric was \$3,300 which would cover everything other than a LP tank that would need to be installed. The land is not on County property however Julie has received verbal permission from the landowner to be able to use the property. There are funds remaining in the tower account to pay for the costs of moving the generator.
- Leys moved, Flansburgh seconded to approve the costs for moving the generator from the Seneca site to the Rolling Ground site. The motion carried with no negative votes cast.
- ADRC** Jeanne Christie, ADRC Director and Becky Dahl, ADRC Regional Director joined the meeting. In order to be in compliance with the State contract, an assessment was presented on the Crawford County ADRC office on changes needed in order to be in compliance by May 1, 2016. The changes needed are:
- Signage – Signs are to be located on the interior and exterior with the ADRC logo.
- Restrooms – Must be clearly signed and accessible and able to accommodate a customer and attendant.
- Reception area – Layout must be so that there is privacy between the customer and receptionist.
- Hours of operation – Additional hours may be necessary to accommodate appointments.

Telephone system-Publicize the ADRC phone number on the county's home page. Telephone system must have the capacity to track and report hold times and abandoned calls.

E-mail – Must be published on the home page of the county's website.

Power washing

No further information. Matter has been resolved.

App of bills

Leys moved, Flansburgh seconded to approve the bills. The motion carried with no negative votes cast.

Generator agreement

The committee would like the automatic renewal feature removed from the contract. This will be discussed further at the next meeting.

Bldg. Maint.

John Poots will be contacting Tom Steiner regarding a price for the door in Human Services.

Next Meeting

December 8, 2015 at 10:00 a.m.

Adjournment

Flansburgh moved, Leys seconded to adjourn the meeting. The motion carried with no negative votes cast and the meeting adjourned at 11:25 a.m.

Janet Geisler, County Clerk