

PUBLIC PROPERTY
January 12th, 2022

- Call to order** The meeting was called to order by Chairman Derek Flansburgh at 9:00 a.m. Committee members Geri Kozelka and Greg Russell were present. Also present were Tom Cornford, County Board Chairman; Deanne Lutz, Treasurer; John Poots, Maintenance; Mark Schlorholtz, IT Specialist; Jim Hackett, Emergency Management; Gionne Collins, Property Lister; Julie Cipra, 911 Coordinator and Roberta Fisher, County Clerk.
- Verify posting** Chairman Derek Flansburgh verified that the meeting notice was properly posted.
- Approval of Minutes** Russell moved; Kozelka second to approve the minutes of the December 8th meeting. The motion carried with no negative votes cast.
- PdC 150th Travel Exhibit** The Clerk has been contacted by Sarah Hohlfeld of the PdC Chamber of Commerce. In honor of Prairie du Chien’s 150th Anniversary, the Chamber of Commerce will be displaying a “travelling exhibit” in various locations around the city of Prairie du Chien.
- They are asking for permission to display this exhibit at the Crawford County Administration building for the month of October 2022. The display will consist of three stand up banners with a pictorial overview of Prairie du Chien’s history and how it transformed from a community into a city.
- Russel moved; Kozelka second to approve having the display set up at the Administration Building for the month of October. John Poots will decide where the display shall be set up. Motion carried with no negative votes cast.
- Vacant HR Office Space** Chairman Derek Flansburgh would like to discuss utilizing the vacant Human Resources office space. He is proposing moving one of the IT employees into that room. Currently, the two IT employees are sharing one office. The clerk will need to make room in the County Clerk’s Office to store all the Personnel Records, and then move them upstairs.
- Flansburgh moved; Russell second to allow the IT Department to use the vacated Human Resources offices for staffing purposes. The motion carried with no negative votes cast.

**ARPA Funds-
Laptops**

Jim Hackett, Emergency Management, addressed the committee regarding the purchase of additional laptops for several departments. IT expressed the need to utilize docking stations for the laptops so that they could be used at work and at home. It would be more cost effective and less security risk than having a separate laptop and desktop for the employees who are requesting them.

Hackett feels that all departments have different needs for their laptops, thus he feels that it should be the department heads' decision to purchase one or two separate machines.

Mark Schlorholtz, IT Specialist, explained to the committee his concerns. His number one concern is the security risk of the laptops when being used from homes with various networks. In addition, he has concerns regarding updates, licensing and maintenance on these additional devices. Mark also feels it is poor use of county funds, and as Chief Security Officer he should be able to make these determinations.

Flansburgh moved; Russell second to postpone this item to the next meeting. The motion carried with no negative votes cast.

**Approval of
Bills**

The clerk presented the monthly bills for approval. John Poots gave an explanation of the bills to the committee. Kozelka moved; Russell second to approve payment of the bills presented. The motion carried with no negative votes cast.

Bldg Maintenance

John Poots, Maintenance; updated the committee on the project in Child Support.

The clerk asked for help to move some filing cabinets and boxes of files from the vacant HR Office to the County Clerk's Office.

No major issues regarding snow and ice removal.

Mark Schlorholtz, IT Specialist will contact SGTS, Inc regarding the keyless entry system for the county buildings.

**IT Specialist
Report**

Mark Schlorholtz, IT Specialist presented some IT bills for approval. Flansburgh moved; Russell second to pay IT bills as presented. The motion carried with no negative votes cast.

Mark also updated the committee on various IT infrastructure changes.

Next Meeting

February 9th, 2022 at 9:00 a.m.

Adjournment

Russell moved, Flansburgh second to adjourn the meeting. The motion carried with no negative votes cast and the meeting adjourned at 9:52 a.m.

Roberta A. Fisher
County Clerk