

PUBLIC PROPERTY

January 9, 2019

- 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 John Poots, Maintenance and Clerk Janet Geisler
- Verify posting** The meeting notice was verified as being properly posted.
- Approval of min.** Russell moved, Flansburgh seconded to approve the minutes from the November meeting. The motion carried with no negative votes cast.
Kozelka moved, Flansburgh seconded to approve the minutes from the December meeting. The motion carried with no negative votes cast.
- Approval of bills** Flansburgh moved, Russell seconded to approve the bill as presented. The motion carried with no negative votes cast.
- Security System** Julie Cipra, 911 Coordinator, appeared and explained to the committee the recent lockdown at the Administration Building on December 19th. The telephone system can be used to alert all employees, however Julie found out that there was a glitch in the licensing software which wasn't allowing us to send administrative messages out over the intercom. Once the license has been activated, it would allow any employee to active the system with a security issue which would then go to all telephones. A number needs to be created to use for the purpose of notification. Someone needs to be designated to send our emergency security notices. A committee of various employees will need to be formed to put procedures together. A test group will need to be created to test the various features of the system before notifying all employees. A document needs to be prepared that will list the building the call is coming from, the floor, the room number and the caller's name. The most important thing right now is to get a number established.
- Julie also gave an update from the last meeting regarding 911 signs that had been taken down during the road construction on Highway 27. The Department of Transportation has advised that the homeowner is responsible for putting back up mailboxes and 911 signs.
- Fair office space** Supervisor David Olson appeared on behalf of the Fair Board to request a separate room for the Fair Coordinator. The first floor storage room that had been considered is not going to work because of the noise. There is another storage room on the first floor that is used by all County offices. There is a possibility of

making part of it into an office space. John will look into this further and see what costs are involved to renovate the room.

Sound system

A new proposal was presented which includes individual microphones instead of microphones in the ceiling. The cost is the same amount which is \$16,250. This will be presented to the Finance Committee.

Maintenance

John Poots presented quarterly reports on the three buildings. The highlights of items for the upcoming year are:

- Administration Building-Pricing for boilers, LED lights for ADRC and all of Human Services
- Courthouse – Repair to the front steps to the building
- Law Enforcement-Central air

Next Meeting

February 13, 2019 at 10:00 a.m.

Adjournment

Russell moved, Flasburgh second to adjourn. The motion carried with no negative votes cast and the meeting adjourned at 9:45 am.

Janet Geisler, County Clerk