

PUBLIC PROPERTY
March 10, 2021

- Call to order** The meeting was called to order by Chairman Derek Flansburgh at 9:00 a.m. Committee member Geri Kozelka was present. Greg Russell was absent. Also present were Tom Cornford, County Board Chairman; Mark Schlorholtz, IT Specialist; John Poots, Maintenance; Cheri Leachman, HR Specialist; Lori Bekkum, Community Development; Deanne Lutz, Treasurer and Roberta Fisher, County Clerk.
- Verify posting** Chairman Derek Flansburgh verified that the meeting notice was properly posted.
- Approval of Minutes** Flansburgh moved; Kozelka second to approve the minutes of the previous meeting. The motion carried with no negative votes cast.
- Approval of Bills** No new bills were presented from the County Clerk.
- Art Display Admin Bldg** Lori Bekkum, Driftless Area Art Fest Coordinator appeared before the committee to ask if the county would want to hang past Driftless Area Art posters in the administration building. There are approximately 12 posters, which are all framed, matted and signed by the artist.
- The posters were donated by Quebes, who are moving to another state. The Quebes would like the posters to be donated to Crawford County, as the county has always been huge supporter of the annual Driftless Area Art Festival.
- John Poots, Maintenance informed the committee that there are hangers already in place in the hallways, and showcasing these would not be a problem.
- Flansburgh moved; Kozelka second to approve displaying these donated posters permanently in the north hall on the 2nd floor of the Administration Building.
- Wheelchair Ramp** There was a minor accident on the wheelchair ramp leading into Administration Building during a COVID vaccination clinic. John informed the committee of the cracks in the ramp and the need for getting the whole ramp re-poured for obvious safety concerns.

Tom Cornford has talked with Dave Jones of the Hwy Department, and this issue will be taken care of as soon as the weather permits.

IT Specialist Report

Mark Schlorholtz, IT Specialist appeared before the committee to give his report.

Mark would like to move the county's exchange to Microsoft's hosted environment, which he believes is safer, more secure and with encryption. He will get some more information regarding this and bring to the next public property meeting.

Mark has removed 9 devices from the server room that were not serving any purpose, so he now has a stack of servers that he feels can be utilized. He will need to purchase more RAM and additional hard drives, but does not have a quote yet.

- * Replaced a printer at the Sheriff's Department, and also purchased a monitor stand for Joyce's desk.
- * Purchased some cameras and speakers for Human Services.
- * Purchased a laptop, monitors and docking station for the County Clerk.
- * Purchased Zoom account for public internet access to County Board meetings.

Mark has been researching some payroll timecard systems, to hopefully eliminate data entry errors and save time and money. He will be demonstrating different ideas at the upcoming department head meeting.

Mark would also like to know what his discretionary limits on purchases are, and what funds are available to him for these purchases.

Mark also informed the committee that he is replacing Gigi and Jodi's monitors in the Property Lister's office. There is a need for much larger monitors due to the mapping component in that department.

OSHA Safety Guidelines

Cheri Leachman, Human Resources informed the committee that the new OSHA guidelines would be released by March 15th.

John Poots recently gave a tour of the Law Enforcement Center and the Courthouse to Cheri and Robin Fisher to assess the safety precautions that are currently in place at those buildings.

Cheri informed the committee that the county is following all the current guidelines that are put out by OSHA, and even are implementing a few new strategies.

Maintenance

John Poots, Lead Maintenance, updated the committee on maintenance issues/repairs to the buildings.

Service was recently done on the generators, because there were alarms. Regular maintenance was performed.

Snow is melting and with the recent rains, the Admin Bldg. roof is starting to leak again. John will call for a bid to get the roof fixed permanently.

Hot water is a priority for this month.

John handed out maintenance calendars for approval and signatures.

Next Meeting

April 14th, 2021 at 9:00 a.m.

Adjournment

Flansburgh moved; Kozelka second to adjourn the meeting. The motion carried with no negative votes cast and the meeting adjourned at 10:05 a.m.

Roberta A. Fisher
County Clerk