

**PUBLIC PROPERTY**  
**November 11, 2020**

- Call to order**                   The meeting was called to order by Chairman Derek Flansburgh at 9:04 a.m. Committee members Geri Kozelka and Greg Russell were present. Also present were John Poots, Maintenance, Jim Hackett, Emergency Management and Deputy Clerk Roberta Fisher.
- Verify posting**               Chairman Derek Flansburgh verified that the meeting notice was properly posted.
- Approval of Minutes**       Kozelka moved; Russell second to approve the minutes of the previous meeting. The motion carried with no negative votes cast.
- Approval of Bills**           Two bills were presented from Ducky's for cleaning the windows at the Courthouse, Law Enforcement and Administration Building.
- Russell moved, Kozelka second to approve payment to Ducky's for annual window cleaning. Motion carried unanimously with no negative votes cast.
- Open Meetings Demonstration**   Mark Netsch, Director of Business Management and Victor Kluck, founder of Roll Call Pro Systems appeared via Zoom to give the committee a demonstration of the Open Meeting software to be used at County Board meetings.
- IT Position Update**           Chairman Flansburgh updated the committee regarding the IT Position. Cheri Leachman will be interviewing a candidate on Friday.
- Fire Alarm in Law Enf.**       John Poots informed the committee that the fire alarm system in Law Enforcement needs to be replaced. He presented a quote from Johnson Control to replace the panel and devices. This quote does not include installation. The existing wiring can be used.
- Russell moved, Kozelka second to go ahead and order the parts needed to replace fire alarm system at Law Enforcement from John Control. The motion carried with no negative votes cast.

**Bldg Maintenance** John Poots informed the committee that they are still working on getting a roofing contractor to come and take a look at the roof at the Admin Building. He also updated regarding the hot water situation in the Admin Building.

Maintenance calendars were presented to the committee and approved.

**Next Meeting** December 9, 2020 at 9:00 a.m.

**Adjournment** Russell moved; Kozelka seconded to adjourn the meeting. The motion carried with no negative votes cast and the meeting adjourned at 10:15 a.m.

**Roberta A. Fisher, Deputy Clerk**