

PUBLIC PROPERTY

October 11, 2017

- Call to order** The meeting was called to order by Chairman Duane Rogers at 10:00 a.m. Committee members Derek Flansburgh and Geri Kozelka were present. Also present were John Poots, Maintenance and Clerk Janet Geisler.
- Verify posting** Chairman Duane Rogers 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.
- Digital media** Dan McWilliams, Human Services Director, appeared before the committee regarding the interview room in Human Services which is used for child protection needs and the interviews must be recorded. The camera in that room needs to be replaced and it should be with a digital camera. Dan does have \$10,000 in his budget to do the upgrade however his budget will be around \$29,000 over. Dan is wondering if the County has any funds available for this upgrade.
- Rogers moved, Flansburgh seconded to recommend that the request for the digital media replacement for the Human Services interview room be forwarded on to the Finance Committee. The motion carried with no negative votes cast
- Security cameras** Security cameras will be installed at the Administration Building with cameras pointed at the parking lot, entry ways, hallways and in the Human Services waiting room. The costs are unknown at this time but there are four vendors that should be submitting proposals. The camera for the Treasurer's office will be \$300 and will be paid for from their budget.
- App of bills** Flansburgh moved, Kozelka second to approve payment of the bill as presented. The motion carried unanimously with no negative votes cast.
- Housekeeping List** A housekeeping list was prepared for each building. This will be done on a quarterly basis and presented to the committee to sign off on. The first list will be completed in December.

Parking lot

The cracks in the parking lot at the Administration Building need to be repaired. Specs will be drawn up to go out for bids. The parking lot will need to be shut down for the entire day.

Maintenance

John Poots presented a proposal from Bernie Buchner to replace the current heating valve controlling hot water to the heating coil on the Energy Recovery Ventilator which is not working properly and causing temperature swings. The cost is \$3,887 and there is money in the maintenance account to cover this.

Flansburgh moved, Kozelka seconded to approve the repair cost. The motion carried with no negative votes cast.

AC for dispatch

John Poots presented a quote in the amount of \$7,500 from Bernie Buchner for a ductless mini-split for dispatch. The City will have to pay a portion of the cost. There are no funds available for this.

Rogers moved, Flansburgh seconded to approve forwarding the proposal on to the Finance Committee. The motion carried with no negative votes cast.

Next Meeting

November 8, 2017 at 10:00 a.m.

Adjournment

Flansburgh moved, Kozelka second to adjourn the meeting. The motion carried with no negative votes cast and the meeting adjourned at 10:47 a.m.

Janet Geisler, County Clerk