

PUBLIC PROPERTY
April 13, 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; Connie McCullick, IT Technician; John Poots, Maintenance; Gionne Collins, Property Lister; Linda Redman, RIP; Nancy Dowling, Clerk of Courts; Roby Fuller, ADRC Director and Roberta Fisher, County Clerk.
- 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 February 9th meeting. The motion carried with no negative votes cast.
- Approval of Bills** Russell moved; Kozelka second to approve payment of the regular monthly bills. The motion carried with no negative votes cast.
- John Poots presented four Bernie Buchner proposals, totaling approximately \$3600. These are for belts and bearings at the admin bldg., heating valve for room 208 at the courthouse, chain belts for the energy recovery unit at the courthouse and damper actuators at the admin bldg.
- Kozelka moved; Russell second to approve the proposals from Bernie Buchner. Flansburgh signed and dated the proposals, and the clerk will submit via fax. The motion carried with no negative votes cast.
- Clerk of Courts Security** Nancy Dowling shared with the committee members the minutes from the March Security and Facilities Committee meeting. Nancy explained to the committee there was recently an incident with a belligerent person at the public access computer in her office. She is concerned for the safety of the employees in her office.
- Nancy is looking for guidance as to how to proceed with some permanent office changes that would prevent the public who might be accessing the computer from physically entering the main office area. She is asking if she could use ARPA funds or wait until the remodel of the jail and include with that project.

Deanne Lutz, Treasurer, informed Nancy that ARPA funds would be available for this project.

John Poots will be in contact with a contractor to take a look at the layout of the Clerk of Courts office and submit a plan and proposal to make some permanent changes to prevent potential security issues.

Website Design

Roby Fuller, ADRC Director, informed the committee that there was approved ARPA funding for a website redesign for Crawford County. A committee was put together to oversee this project. The members include Roby Fuller, ADRC Director; Deanne Lutz, County Treasurer; Kyle Kozelka, Hwy Commissioner; Connie McCullick, IT Technician; Laura Moore, Veterans Officer; and Melissa Tairi, Treatment Court Coordinator.

Roby is asking for a county board supervisor to also serve on this website redesign committee. Derek Flansburgh has offered to serve on the committee.

The committee feels that the county needs some type of logo for the website redesign. The next step is for the committee to decide on a specific company to build the website. The company will then need to meet with each county department to determine what exactly they want built onto their specific landing page.

No action was taken by the Public Property committee today. Informational only.

Sculpture Park Donations

Florence Bird, sculptor and curator of the Mississippi River Sculpture Park, would like to set up a display for fund raising efforts for the park. A life size bronze sculpture of John Lawler will be on display at the Prairie du Chien Public Library. The cost for this sculpture is \$86,300.00. MRSP is accepting donations.

There will be a box for anyone to leave their name and email address for additional information. This will be on display at the Administration Building until August 31, 2022.

Russell moved; Kozelka second to set up the sculpture park donation display on a table at the Admin Bldg through August 31, 2022. The motion carried with no negative votes cast.

**Jim Czajkowski
Memorial Bench**

Lynn Rider, Circuit Court Judge, informed the committee that the county bar association would like to honor Jim Czajkowski by having a memorial plaque made for him and displayed on either a bench or a tree in the county courtyard.

Russell moved; Kozelka second to approve Lynn Rider's request to have a memorial plaque made and attach to a bench in the courtyard in honor of Jim Czajkowski. All of the existing courthouse benches will be cleaned up, sandblasted and repainted. The motion carried with no negative votes cast.

Bldg Maintenance

John Poots, Maintenance; updated the committee regarding building maintenance. A bench has been created and set up for IT workstation. Bullet resistant glass with speaker has been installed at the courthouse and Human Services.

**IT Technician
Report**

Connie McCullick, IT technician informed the committee members that she has been in contact with Abe Abler of Kerber Rose, who will be performing a full scope IT forensic audit. There are four different networks that they will be auditing for the county. The cost of the project is \$22,500.00.

This audit was recommended by Wisconsin County Mutual Insurance, and ARPA funding has been approved for the project.

Connie is asking for guidance in the absence of an IT Specialist. This clerk and deputy clerk will be meeting with Connie to help sort out the IT Budget.

**ARPA Perm
Office changes**

The Public Property committee will be walking through the Treasurer's, Property Lister's, Register of Deeds and Clerk of Court's offices to get an idea of the layout of the permanent office changes that will be made.

Next Meeting

May 11th, 2022 at 9:00 a.m.

Adjournment

Russell moved, Kozelka second to adjourn the meeting. The motion carried with no negative votes cast and the meeting adjourned at 9:50 a.m.

**Roberta A. Fisher
County Clerk**