

2nd AMENDED AGENDA
(WEDNESDAY) JANUARY 11, 2023 – 8:30 A.M.
PROPERTY & TECHNOLOGY COMMITTEE OF OCONTO COUNTY BOARD OF SUPERVISORS
COUNTY BOARD ROOM #3041, COURTHOUSE 3RD FLOOR, BLDG “A”
OCONTO WI 54153
www.co.oconto.wi.us

This is an open meeting of a Standing Committee of the Oconto County Board of Supervisors. Notice of this meeting was given to the public at least twenty-four hours prior to the meeting, by forwarding the complete agenda to the newspapers and to all news media who have requested the same as well as by posting. Copies of the complete agenda were available for inspection at the Office of the County Clerk and from the County's website calendar: www.co.oconto.wi.us

- 1. Call to Order**
- 2. Approval of Agenda**
 - 2.1. Change of Sequence
 - 2.2. Removal of Items
- 3. Approval of Minutes of Previous Meeting of 12/14/2022 (Enc.)**
- 4. Communications**
- 5. Maintenance Engineer Report**
 - 5.1. Update on Health & Human Services Smart Boards
 - 5.2. 2023 Account Carryover**
- 6. On-Call Log**
- 7. Technology Service Director Report**
 - 7.1. Website Presentation
 - 7.2. Website Project (Enc.)
 - 7.3. UPS Project
 - 7.4. Video Surveillance
 - 7.5. ArcServe Backups
 - 7.6. NEOGOV Implementation Update
 - 7.7. Approve Request for Account Carry-Over for Technology Services
 - 7.8. Update on Memorandum of Understandings (Municipalities, Fire & EMS)
 - 7.9. 2023 Account Carry Over
- 8. Technology Services Director Recruitment Discussion**
- 9. Announcements/General Information (No action to be taken)**
- 10. Next Meeting Date**
- 11. Adjournment**

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the Oconto County Clerk's office at 920-834-6800 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Courthouse Building "A" is located at the corner of Washington Street and Arbutus Avenue

c: Committee (FTP); County Administrator, Finance Director, Corporation Counsel, Maintenance Engineer, Melissa Schwaller & Tim Perrizo, Technology Services, Media (via email); County Website; Central File, Official Posting Location (Physical Copy)

kg/Date Posted: 1/6/2023

MINUTES
(WEDNESDAY) DECEMBER 14, 2022 – 8:30 A.M.
PROPERTY & TECHNOLOGY COMMITTEE OF
OCONTO COUNTY BOARD OF SUPERVISORS
301 WASHINGTON STREET, COURTHOUSE BUILDING “A” ROOM #3041
OCONTO WI 54153
www.co.oconto.wi.us
(Draft minutes, not approved by Committee)

COMMITTEE PRESENT: Guy Gooding, John Wittkopf, Richard Pillsbury, Brandon Dhuey

COMMITTEE ABSENT: Doug McMahon

OTHERS PRESENT: Scott Krueger, Maintenance Engineer; Wayne Sleeter, Technology Services Director (arrived 8:39 a.m.); Erik Pritzl, County Administrator; Beth Ellingson, Corporation Counsel; Al Sleeter, County Board Chair; Kathy Goldschmidt, Deputy County Clerk; Jim Zittlow and Ann Hogan, Representatives Town of Riverview; Carl Plastor, Nancy Martonen, and Diane Rastall, Representatives Oconto County Veteran Memorial

1. Call to Order

Vice Chair Gooding called the meeting to order at 8:30 a.m.

2. Approval of Agenda

2.1. **Change of Sequence** – None.

2.2. **Removal of Items** – None.

Motion by Dhuey/Wittkopf to approve the agenda as presented. The motion was voted on and carried.

3. Approval of Minutes of Previous Meeting

Motion by Pillsbury/Wittkopf to approve the Property & Technology minutes of November 9, 2022. The motion was voted on and carried.

4. Communications

* The Oconto County 4-H request to use the LEC Conference rooms on December 10, 2022 for a cookie exchange and community service project for the Oconto County 4-H members and their families. Treated as information.

5. Riverview Building Project Review & Discussion

Erik Pritzl, County Administrator updated the committee on the Riverview Building project discussed at the Public Safety Committee. Discussion included use of office space for Health & Human Services, Sheriff, Treasurer, and Veterans and equipment storage. Jim Zittlow, Representative from Town of Riverview reviewed diagram of the building and reported on funding, following discussion, motion by Wittkopf/Dhuey in support of the concept of the Town of Riverview Building Project. The motion was voted on and carried.

6. Maintenance Engineer Report

6.1. Oconto County Veterans Memorial – Beyer Home

Carl Plastor, Representative for the Oconto County Veterans reviewed a diagram of the proposed memorial and funding sources. Sub-lease through the Beyer Home would need to be obtained and approved, following discussion, motion by Pillsbury/Wittkopf to approve the concept of the Oconto County Veterans Memorial. The motion was voted on and carried.

6.2. Update on Buildings A, B & C Walk-through

Maintenance Engineer and County Administrator completed a walkthrough of Buildings A, B, C & the Law Enforcement Center, overall very pleased with compliance of the Public Facilities Handbook. Location and content of First Aid Kits will be reviewed next.

7. On-Call Log

There were no call-ins for the Month of November. Maintenance Engineer commended the departments with working together on work requests, if request is not urgent have been waiting until the next day.

8. Approve Vacation Carry Over Maintenance Department

Motion by Wittkopf/Pillsbury to approve the carryover request for Scott Kruger, Maintenance Engineer for an additional 76.50 hours and Linda Heider, Maintenance Position #3 48.50 hours over the one week allotment due to the shortage of one maintenance person for the year. The motion was voted on and carried.

9. Technology Service Director Report

9.1. UPS Project

New UPS has been ordered for the Data Center (1405 and 1406), New View and 2044 in Building A, approximate delivery date is March 2023.

9.2. Video Surveillance

Sleeter is working on a quote to replace hardware on video surveillance, funds in the 2023 budget. Cameras at New Beginnings are mounted and need to be configured. Impound yard cameras were ordered, received, and just need to be mounted and configured.

9.3. Website Project

New website is on schedule to be implemented on January 18, 2023. Working on updating current sites still being used such as parks/campgrounds, survey maps, and the county MyOconto Intranet.

9.4. ArcServe

Oconto County backups were moved to Marinette County and are working well. There is a server in Oconto County's data center and another smaller server and a storage device in Marinette County, backups finally running as they should.

9.5. Department of Health & Human Service Smartboards Imaging

Two smartboards were ordered, received, and paid for by the Health & Human Services Department. The Maintenance Department will setup and Technology Service Department will configure and test. Old board located in the conference room on the third floor in the Health Human Services Department is going to the second floor in Building C and the TV from the conference room on third floor is moving to third floor lobby area for marketing.

10. Approve Purchase of NEOGOV

Wayne Sleeter, Technology Service Director and Shelly Schultz, Human Resource Director commented on the many features and benefits NEOGOV would offer departments, following discussion, motion by Wittkopf/Dhuey to approve the technical aspects of NEOGOV, contingent upon Health & Human Services and the Administration committee's approval. The motion was voted on and carried.

11. Approve Memorandum of Understandings (MOU's)

Memorandum of Understandings (MOU's) for municipalities, police, fire and EMS were reviewed, requesting 1 year contract until the end of 2023. Motion by Pillsbury/Dhuey to approve MOU's presented with the addition of the hold harmless language recommended by Corporation Counsel and if any special issues arise to bring MOU back to the committee. The motion was voted on and carried.

12. Vacation Carryover Request Technology Service Director

Motion by Wittkopf/Pillsbury to approve the carryover request for Wayne Sleeter, Technology Services Director for an additional 37.50 hours over the one week allotment. The motion was voted on and carried.

13. Announcements/General Information (No action to be taken)

* Sleeter stated there is a fiber meeting today, will be municipalities one and only chance to contract with Bug Tussle.

14. Next Meeting Date

Next meeting date is set for January 11, 2023 at 8:30 a.m.

Gooding request if the Public Safety Committee does not meet for some reason to notify the Property & Technology Committee so they can move starting time back.

15. Adjournment

Vice Chair Gooding declared meeting adjourned at 9:42 a.m.



**OCONTO COUNTY
REQUEST FOR ACCOUNT CARRY-OVER | Form 204**

TO: OCONTO COUNTY FINANCE COMMITTEE

DATE: _____

FROM DEPARTMENT: _____

ACCOUNT NAME	ACCOUNT NUMBER	\$/NOT TO EXCEED	REASON

SUBMITTED BY (DEPARTMENT HEAD): _____

HOME COMMITTEE APPROVED DATE: _____

RECEIVED BY FINANCE DEPARTMENT: _____

FINANCE COMMITTEE: APPROVED _____ NOT APPROVED _____

NOTE: SUBMIT THIS REQUEST FORM TO THE FINANCE DEPARTMENT BEFORE JANUARY 31