

MINUTES
(WEDNESDAY) JUNE 14, 2023 – 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: Richard Pillsbury, Guy Gooding, John Wittkopf, Brandon Dhuey, Doug McMahon

COMMITTEE ABSENT: None

OTHERS PRESENT: Melissa Schwaller, Technology Services Director; Erik Pritzl, County Administrator; Al Sleeter, County Board Chair; Beth Ellingson, Corporation Counsel; Kathy Goldschmidt, Deputy County Clerk; Peggy Miller, Family Court Commissioner; Beth Trudell

1. Call to Order

Chair McMahon 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

Erik Pritzl, County Administrator, discussed parliamentary procedure options.

Motion by Gooding/Wittkopf to remove item #10 - Approve Office 365 Implementation Contract. The motion was voted on and carried.

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

3. Approval of Minutes of Previous Meeting

Motion by Gooding/Pillsbury to approve the Property & Technology minutes of May 10, 2023. The motion was voted on and carried.

4. Communications

Pritzl informed the committee the Public Safety Committee will be meeting in the LEC for their June 14, 2023 meeting.

5. Request for Courthouse Dog

Pritzl updated committee on procedures and requested all questions be listed before comment. Questions were as follows:

1. No one national standard – what standard would the dog be trained at?
2. Is there support from the DA and Corporation Counsel offices to bring the dog in and out of the courtrooms?
3. What does Oconto County budget for police K-9 services?
4. Who decides when the dog works?
5. What happens to the dog when the commissioner retires?
6. What happens to the dog when the dog retires?
7. Reference of liability, what dollar amount and who will carry?
8. Cleanliness of building – who will handle clean up?
9. Where will dog be when not with commissioner?
10. How will we notify staff and clients of dog?
11. Reference \$2,000 budget request, is it a onetime fee and whose budget will it come from?
12. If not in someone's budget, will fees come from contingency funds?
13. Is an umbrella policy necessary?
14. Health of employees, do any employees have allergies?
15. Why the interest of a dog in the courthouse now?
16. Will handler carry the liability insurance and be liable for any damage to property at courthouse?
17. Would county also be liable for insurance or insurance claims?
18. County Administrator will verify umbrella and liability insurance.
19. Will there be any additional costs for on-call situations.
20. Law Suits – contact another county if there are any documented experiences of law suits.
21. How can you budget for a courthouse dog and not budget for K-9 dogs?
22. Are K-9 dogs funded by all donations?
23. Could you try dog for 2 years and if successful reimburse the handler?
24. What do we do for new hires, any allergies?

Following an explanation from Peggy Miller, Family Court Commissioner, and discussion, motion by Gooding/Dhuey to forward the list of questions above to the Public Safety Committee. The motion was voted on and carried.

Committee requested to receive a copy of all questions from the Property & Technology Committee and Public Safety Committee once compiled.

6. Maintenance Engineer Report

6.1. Update on Window Cleaning Project RFP

- Mandatory walk through will be held Monday, June 19, 2023 at 10:00 a.m.
- Bids are due by 4:00 p.m. Friday, June 30, 2023.
- Bids to be approved at the July 12, 2023 Property & Technology Meeting.

7. On-Call Log

There were no call-ins for the month of May.

8. Beyer Home

8.1. Project updates

Railings have been installed, still need to be painted. Chimney Mechanix will start tuck pointing July 10th, hope to finish by July 11th, 2023.

8.2. Beyer Home Picnic

Committee was in unanimous support of holding an Ice Cream Social following the July 20, 2023 County Board meeting. A donation box will be set out, any donations in excess of cost will be donated to the Beyer Home Museum.

Pritzl stated the county is currently reviewing lease to see what each party's responsibilities are.

9. Technology Service Director Report

9.1. VOIP Project Update

Technology Service Director continues to work on firewalls for VOIP project, hope to have completed by the end of the month.

9.2. Courtroom Crestron Update

Crestron went down in the courtroom, brought to Camera Corner to fix. Clerk of Court requested an additional Crestron be purchased to have one on hand.

9.3. Radio UPS Update

The Radio UPS when ordered was undersized, Maintenance Engineer and Technology Services Director resolved the load issue on the UPS in room 1405 by removing the courtroom AV racks from the UPS protected circuits. The AV Racks are currently on desktops UPS's. Scott recalled that there was a brand new 1KVA UPS sitting on the shelf in the maintenance area for quite some time. The 1KVA unit will be installed in 2118 and the AV racks along with the PTZ camera power supplies will be attached to it so they are still protected during generator startup.

9.4. LIS Plotter Update

Plotter for the Land Information Systems Department was ordered, received, and installed.

9.5. Radio Barracuda Appliance

The Barracuda Appliance was received and will be switched out tonight.

10. Approve Office 365 Implementation Contract

Removed from the agenda.

11. Review Prior Months Vendor Payments

Committee discussed and reviewed May vouchers.

12. Announcements/General Information

- Building C Southeast Entrance Doors will be installed by the end of July, 2023.
- At a prior meeting discussion was held on natural gas prices verses contracted amount, committee would like an updated report.
- Fleet vehicles purchased have municipal plates but no logo. County Administrator is working on ordering a couple sets of magnetic logos to be applied to the vehicles when needed. Logos would help identify county employees when conducting home visits.
- Beyer Home is exploring the potential to sell beer and wine on the Beyer Home grounds, the county has no policy prohibiting and insurance company had no concerns.
- Nex Gen 911 had first kick off call with the Public Safety Committee, GIS, and Emergency Management.
- BEAD Planning Grant - County Administrator and Technology Services Director have sat in on several calls, pushing out materials on speed testing and survey to identify where service is, where it is not, and usage.
- Schwaller received a call from Spy Glass, would like to complete an audit on the county's billing, mobile fibers, zip lines etc. to see if there are any back charges.

13. Next Meeting Date

Next meeting date is set for July 12, 2023 at 8:30 a.m.

14. Adjournment

McMahon declared the meeting adjourned at 9:50 a.m.