



**Waupaca County AD-HOC Security Committee Minutes
Wednesday September 7, 2016**

1:30 p.m. Courthouse – LL43 Lower Level, Waupaca, WI 54981

Ad-Hoc Security Committee: Dennis Kussmann, Chr., Dick Koeppen, Dave Johnson, Mary Kay Poehlman, Bill Jonely;
Advisory: Corporation Counsel Diane Meulemans, Information Systems Brent Wyland, Sheriff Hardel, Chief Deputy
Al Kraeger, Andy Carlin, Eric Halverson, Terrie Tews-Liebe, Ron Hansen, Heidi Dombrowski and Mary Robbins

Meeting called to order. Open meeting statement: This meeting and all other meetings of this committee are open to the public. Proper notice has been posted and given to the press, in accordance with Wisconsin Statutes so that the citizenry may be aware of the time, place and agenda of this meeting

Approve and Review Agenda: Motion: Supr. Jonely moved and Supr. Poehlman seconded the motion to approve the agenda. The motion carried without a negative vote.

Approve and Review Minutes of August 23, 2016. Motion: Supr. Johnson moved and Supr. Jonely seconded the motion to approve the minutes as mailed. The motion carried without a negative vote.

Public Comment – There was no public comment

Ad-Hoc Security Committee:

Courthouse Hours of Operation – Discussion on hours of operation at the courthouse, the Public Property Committee has reviewed this in the past and will revisit. Because there are so many individual departments and meetings after hours it is hard to set a firm time.

Maintenance Director Ron Hansen presented RFP's for glass across the front counters: Precision Glass & Door: \$8,200; K & E Builders: \$8,350; and Omni Glass & Paint, Inc.: \$16,665.00. No action was taken at this time. Ron has a listing of all the areas shown on a map of the building where a card reader is needed and a list of the locks on doors, these two items will continue to be completed. They are working on the ShorTel Paging system, it was tested and there are a few tweaks that are being worked on.

Discussion on a Security Floor Plan or a Building study plan, we have been in this building for 26 years and space needs have changed and the county shouldn't be making changes in a hurry without a plan.

Motion: Supr. Poehlman moved and Supr. Johnson seconded the motion to submit budget numbers for one full time officer and two Reserve Deputies for security, Finance Director to submit numbers to the Finance & HR Committee for the 2017 Budget. The motion carried.

Corporation Counsel Meulemans and Sheriff Hardel discussed Memo of Understanding between the City of Waupaca and the County Sheriff's Dept. on response to emergencies at the courthouse. The city will be in charge of the outside property and the Sheriff will be in charge of the entire courthouse and they will render mutual aid response.

Motion: Supr. Johnson moved and Supr. Jonely seconded the motion to adjourn at 2:30 p.m. The motion carried without a negative vote.

Mary A. Robbins, County Clerk