

**WAUPACA COUNTY PUBLIC PROPERTY COMMITTEE  
MINUTES – October 14, 2016**

Chr. Johnson called the meeting to order at 9:00 a.m. and gave the open meeting statement.

**Roll call.** Suprs. Boyer, Rohan, Johnson, Spierings, Zaug. A quorum was established. Others present: Ron Hansen, Heidi Dombrowski and Mary Robbins.

**Review and Approve agenda. Motion:** Supr. Zaug moved and Supr. Spierings seconded the motion to approve the agenda. The motion carried without a negative vote.

**Previous meeting minutes. Motion:** Supr. Rohan moved and Supr. Boyer seconded the motion to approve the previous minutes. The motion carried without a negative vote.

**Public Comment.** None.

**Maintenance Updates:** Ron Hansen, Maintenance Director.

- **Update on Courthouse Policy.** They discussed the having a facilities study. Finance Director Heidi Dombrowski explained that she would suggest using unassigned fund balance not to exceed \$50,000 for the purpose of a Facility Study. **Motion:** Supr. Boyer moved and Supr. Rohan seconded the motion to approve putting \$50,000 in an unassigned fund balance. The motion carried without a negative vote.
- **Security Update.** SGTS. Inc. has completed the upgrade on the PA system; they added 41 speakers which includes replacing some existing ones. Mentioned connecting ShorTel with the PA system together with the phones. Card Readers are on hold, they are very expensive and we need at least 25 additional, he will prioritize. Employee training has been very helpful, Andy Carlin is trying to secure more training for employees. He only needs 5 more locks for approx. \$916. Ron and Mary will speak with HR on the name badges. They will be removing some shrubs and trimming some up for better view and they will be cutting down the blue spruce out front. Ron is working with Ian in making new shelter/location signs.
- **Storage Shed.** Doesn't meet specifications per the City of Waupaca. They will look for other options.
- **Power Broom.** They have transferred the money from the snow removal account for the purchase of the power broom.

**Review next meeting date.** The Public Property Committee will meet on Friday, Nov. 4, 2016 at 9:00 a.m.

**Adjourn. Motion:** Supr. Zaug moved and Supr. Spierings seconded the motion to adjourn the meeting at 9:40 a.m. Motion carried without a negative vote.

Mary A. Robbins  
County Clerk

These minutes will be posted to the website prior to approval from the committee and are considered to be in draft form until approved at the next scheduled meeting.