

## COMMITTEE REPORT

**COMMITTEE:** Information & Communications Technology  
**CHAIRPERSON:** Lynn Sisler  
**DATE/TIME:** November 23, 2004, 7:00 pm

**PRESENT:**

<input type="checkbox"/> Berlage	<input checked="" type="checkbox"/> Montelius	<input checked="" type="checkbox"/> Zillig
<input checked="" type="checkbox"/> Bielenda	<input checked="" type="checkbox"/> Sisler	
<input checked="" type="checkbox"/> Cooper	<input checked="" type="checkbox"/> Stoffregen	

Other Board Members: Marvin Schultz

Others: Joe Kratcha, GIS Coordinator  
Jean Dimke, County Clerk & Recorder

**MINUTES**

- 1. Review of the Committee Report for the meeting of October 26, 2004.** Bill Cooper made a motion to approve the minutes for the October 26, 2004 Committee meeting. Margie Montelius seconded the motion. The motion was approved unanimously.
- 2. Review for the purchase of a new printer in the Recorder's Office – Jean Dimke.** Jean Dimke reviewed and proposed the need for a new printer in the County Recorders Office. The printer would also be used by the Clerk's Office when printing large jobs. After some discussion, it was determined that Jean could purchase the ARP450 Digital Printer from Midwest Business Products for \$3,495 without needing approval from the Committee because it is under \$5,000.
- 3. Review and consideration of an amendment to the GIS Cost Recovery Policy (attachment).** Joe Kratcha and Jean Dimke reviewed the proposed amendment to the GIS Cost Recovery Policy to include the cost of providing digital scanned plats from the Recorder's Office. The County entered into a professional service agreement with MSA Professional Services, Inc following the January 13, 2004 County Board Meeting. Cost of the project was not to exceed \$9,000 and involved scanning in most of the large format plats in the Recorders Office. The primary benefit of this project was to have a backup of the data in case the originals were destroyed. There has also been interest by the Apple Canyon Lake Property Owner's Association to obtain the digital scanned plats of all the subdivisions in the Apple Canyon Lake Development. The proposed amendment to the GIS Cost Recovery would include requests for the digital scanned plats and surveys. Cost would be \$10.00 per file plus cost of labor and materials to put the requested files onto a CD-Rom. The GIS Office is proposing to handle the requests and receive the revenue for labor and materials at the standard rates it has in place. The revenue generated from the scanned files would be deposited in the General Fund Recorder's Plat Scanning Reserve. A signed digital license agreement that is currently used for digital GIS data request will be required for the scanned plats as well. It is not anticipated that a large number of these

requests will be received. After a brief discussion, Bill Cooper made a motion to recommend to the County Board accepting the amendment to the GIS Cost Recovery Policy. Jack Zillig seconded the motion. The motion was approved unanimously.

- 4. Review and consideration of telephone service proposals (attachment).** The Committee reviewed the proposals that were received for telephone service. After some discussion, Margie Montelius made a motion to accept the proposal from SBC to provide local telephone service and the proposal from Jo-Carroll Energy (PowerNet Global) to provide long-distance telephone service. Bill Cooper seconded the motion. The motion was approved unanimously. The Committee also recommends that the telephone service be reviewed on a regular basis, possibly every 3 years.
- 5. County Website Update (attachment).** Joe Kratcha reviewed the statistics and updates to the County website.
- 6. GIS Update (update and revenue charts attached).** Joe Kratcha presented the monthly GIS update. He reminded the Committee to begin reviewing other County GIS websites that are accessible on the Internet to help develop a policy that the County can use as it begins to develop Internet capabilities for its GIS website.
- 7. Proposed Apple Canyon Lake Relay Tower Update (attachments).** Bill Cooper reviewed a time line of the work he has done to date. Included was an estimate on costs for the Relay Tower Project. The information will be sent to the 911 ETSB Committee for potential funding.

There being no further business, the meeting was adjourned on a motion by Jack Zillig, seconded by Bill Cooper.

**The date of the next regularly scheduled meeting will be determined following the reorganization of the County Board.**