

June 10, 2008

The Regular meeting of the Otsego County Board of Commissioners was held in the Multi-Purpose Room of the J. Richard Yuill Alpine Center. The meeting was called to order at 9:35 a.m. by Chairman Glasser. Invocation by Chairman Beachnau, followed by the Pledge of Allegiance led by Commissioner Hyde.

Roll call:

Present: Backenstose, Bates, Beachnau, Liss, Olsen, Glasser, Johnson, Hyde.

Excused: Bentz.

The Regular meeting minutes of May 27, 2008 with attachments were approved as presented.

Administrator's Report:

John Burt reported the Sheriff's storage building roof is replaced; Received bids for the County Website; Security meeting held; Jail Citizens Committee meeting set for June 19th at 5:30 p.m. in the Multi-Purpose Room; Replace the sign on the County Building; I-75 ceremony June 20th at 11:00 a.m. at the Road Commission.

Scott Woody reported on the Airport; The Air Fair is scheduled for June 21st.

Bill Kerr presented the Millage request report.

Motion by Commissioner Olsen, to approve the Millage rate of 4.0502 to be collected in the summer tax collection of 2008. Ayes: Unanimous. Motion carried.

Elizabeth Haus reported on the Village of Vanderbilt.

Correspondence:

Chairman Glasser received a letter from the U.S Department of Commerce regarding being storm ready.

Special Presentation:

D/Lt. Ken Mills reported on S.A.N.E.

The report from Kyle Legel was moved to next month's meeting.

New Business:

Motion by Commissioner Hyde, to approve Warrant B2008-23 in the amount of \$74,316.01 with prepaids in the amount of \$34,494.79 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Backenstose, to approve Warrant B2008-24 in the amount of \$159,979.31 with prepaids in the amount of \$4,618.90 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Liss, to approve the Laptop Computer Policy as presented.

Motion by Commissioner Backenstose, to postpone voting on Laptop Policy until next meeting. Ayes: Backenstose. Nays: Bates, Beachnau, Liss, Olsen, Glasser, Johnson, Hyde. Excused: Bentz. Motion failed.

Vote on original motion by Commissioner Liss, Ayes: Bates, Beachnau, Liss, Olsen, Glasser, Johnson, Hyde. Nays: Backenstose. Excused: Bentz. Motion carried. (see attached)

Motion by Commissioner Beachnau, to open the Cross Street gate at the Alpine Center for the duration of the construction on Center Avenue. Ayes: None. Nays: Unanimous. Motion failed.

Public Comment:

Mary Jergenson reported that PRV has been detected.

Board Remarks:

Commissioner Johnson: Health Department Building.
Parks and Recreation Meeting.
County Park.

Commissioner Olsen: Requests John Burt put on the agenda of the Budget and Finance to Re-discuss funding of S.A.N.E.

Commissioner Backenstose: Bagley DDA.
M-TEC.

Meeting adjourned at 10:45 a.m at the call of the Chair.

Kenneth R. Glasser Chairman

Susan I. DeFeyter, County Clerk



Laptop Computer Policy

PURPOSE

The purpose of this policy is to provide requirements for the home use of County-owned laptop computers.

POLICY

For purposes of this policy, laptop computers, or notebook computers, are a portable computer that is about the size of a large binder and has the same abilities as a standard home desktop computer but is small enough that it can be easily transported.

County employees will not take laptop computers home without written authorization from their department head. County Commissioners will not take laptop/notebook computers home without authorization from the Chairman of the Board of Commissioners.

All County-owned laptop computers will be affixed with a County property identification tag by the County's contracted IT vendor prior to using them outside of the County office environment.

All employees/commissioners using County-owned laptop computers are required to comply with the County's Electronic Communications Policy.

Any damaged laptop computers will be returned to the County. Employees/Commissioners may be charged for repair/replacement of damaged computers due to user negligence.

Employees/Commissioners may be required to reimburse the County for the replacement cost of any lost laptop computers in their care.

County-owned laptop computers are subject to search or inspection at any time by the County to investigate or enforce County computer and Internet policies.

The following is a non-exhaustive list of unacceptable uses for county-owned laptop computers:

A. Hardware

1. Do not install new computer hardware without first obtaining permission from the County Administrator and the County's contracted IT vendor.

B. Software

1. Only licensed versions of application software and/or operating system are permitted. Bootleg or pirated software is not permitted on county-owned computers at any time.
 2. Duplication of county-owned software through any medium (e.g., DVD/CD-Rom writer, diskettes) for personal use or unauthorized distribution is prohibited.
 3. No software or internet utilities may be downloaded or installed without the express approval of the County Administrator and the County's contracted IT vendor.
- C. Otsego County Technology must not be used for knowingly transmitting, retrieving or storing any communications that contain:
1. Discriminatory or harassing language
 2. Obscene, pornographic or x-rated material
 3. Defamatory, abusive, threatening, profane or offensive language
 4. "Chain" letters and other non-business-oriented mass e-mails
 5. Derogatory or inflammatory remarks about an individual's race, age, disability, religion, national origin, physical attributes, or sexual preference.
 6. Racial and/or sexual slurs or jokes
 7. Any material which is against County policy
- D. Otsego County Technology may not be used for viewing or posting of messages, replies, or any type of announcements to the Internet via message boards, forums, chat rooms, on line classifieds, news groups, list serves, or any other type of public web site.
- E. Business Use: Except as specifically authorized, all use of Otsego County Technology must be for the benefit of Otsego County and must not be used:
1. For any personal profit
 2. For any non-County commercial or promotional purpose, including personal messages offering to buy or sell goods or services
 3. To sell or distribute Otsego County information, software, or services for personal gain or profit
 4. In such a way that causes Otsego County to be charged a fee by another person or entity

Violation of this policy may result in an employment sanction up to and including discharge.

County Administration and its designees reserve the right to monitor use of County Technology to insure compliance with the requirements specified in this policy.

Adopted: _____, 2008