



**Office of Jim Grafton  
City Administrator ▪ Public Works Director**

Date: 1-30-18

Re: Public Service Meeting

Attendance: Rick Lohse, Tony Trulson, Larry York, Kathy Hall, Ian Pavelonis, Clerk Nelson,  
Jim Grafton

Location: City Hall 121 11<sup>th</sup> Street

The Public Service meeting was called to order at 4:48pm and it was noted a quorum was present for one agenda item.

Clerk Nelson said that he was seeking permission to purchase tablets and a monitor for the City council Chambers. The cost for 6 tablets would be \$2,964.40; one for each alderman. Clerk Nelson said that he has been testing the tablets. The tablets would be used for agendas and paperwork related to council meetings. In addition Clerk Nelson would like a monitor however he does not have a cost at this time. The monitor would connect to a laptop and could be used like a power point set-up. The monitor is called a 'mirror cast'. Alderwoman Hall said she had trouble sending messages through the outlook. Funding would be paid from the Major Equipment fund in the City Clerk's office. Some training of the new tablets will take place when they arrive.

Committee was in agreement with the recommendation and the item would be placed on the February 6<sup>th</sup> COW agenda.

There were no other agenda items and the meeting was adjourned at 4:48pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jim Grafton". The signature is written in a cursive, flowing style.