PROPERTY AND INSURANCE COMMITTEE December 3, 2013

The meeting of the Property and Insurance Committee was called to order by Chair Gene Thom on Tuesday, December 3, 2013 at 4:30 PM at Fox River Industries, 222 Leffert St., Berlin, WI 54923. The requirements of the open meeting law were certified as being met.

The committee toured Fax River Industries.

Present: Gene Thom Absent: Eugene Henke

Mike Stoddard Dave Richter Joanne Guden

Also Present:

Marge Bostelmann, County Clerk

Scott Weir, Maintenance

Sheriff Mark Podoll

Dan Hurst, Corporation Counsel

LeRoy Dissing, HHS Director

Chief Deputy Mark Putzke

Amy Brooks, Highway Commissioner Ed Schuh, FRI Bob Malchetske Tony Daley

The pledge of allegiance was recited

AGENDA

Motion/second (Stoddard/Richter) to approve the agenda. Motion carried.

MINUTES

Motion/second (Guden/Stoddard) to approve the minutes of November 5, 2013 as presented. Motion carried.

CORRESPONDENCE – None

<u>PUBLIC COMMENT</u> – None

USE OF COUNTY PROPERTY – None

DISCUSS PURCHASE OF COUNTY PROPERTY LOCATED IN THE CITY OF BERLIN

Bostelmann explained that last month the committee approved sending a resolution to the County Board to sell property located in the City of Berlin. At this time there is no offer to purchase the property. If and when an offer is made, Bostelmann will notify the Committee and a resolution can be sent to County Board at that time.

IMPROVEMENTS AND UPGRADES AT THE HIGHWAY SHOPS

Discussion was held on crowding of equipment and possibly relocating of the highway garage. Question of investing more funds into the building versus looking at building new was discussed. The capital outlay plan will help determine the funds required for improvements and how to meet those needs.

Discussion of needs for Fox River Industries was also discussed. The capital outlay plan will also help determine the funds required for improvements and how to meet those needs.

MEDICAL DROPBOX AT GOVERNMENT CENTER

Sheriff Podoll and Chief Deputy Putzke requested permission to have a medical lock box in the entryway of the Justice Center. This will help get narcotics out of homes and deter home break-ins of people looking for drugs. The container will be donated so there is no cost to the county. This request will go to the Judicial Law Enforcement Committee next week.

Motion/second(Stoddard/Guden) to give permission to put the medical lock box in and send the request to the Judicial Law Enforcement Committee for approval. Motion carried.

COMMITTED FUNDS

A list of committed funds was presented to the Committee.

Motion/second(Richter/Guden) to approve the committed funds. Motion carried.

Weir asked that one request Maintenance Capital Improvements is clarified as two items; capital equipment and capital improvements.

PURCHASE REQUESTS

PURCHASE REQUESTS		
Land Conservation		
3 Samsung Galaxy 4 smartphones	US Cellular	\$263.49 each
		\$25/month internet each
IT		
Enterasys Power Supply	CDW	\$1025.00 – recommended
7 11 3	SHI	\$1026.11
Server	Silicon Mechanics	\$6,717.80 – recommended
Server		\$8.675.50
	Weidehammer	\$0.073.3U

Motion/second(Guden/Stoddard) to approve the purchase requests as recommended by the governing committees. Motion carried.

MONTHLY VOUCHERS

Vouchers were presented:

Maintenance – \$16,174.37 Purchasing – \$8,152.65 Parks – \$8,892.81

Motion/second (Stoddard/Richter) to approve the vouchers as presented. Motion carried.

RESOLUTIONS/ORDINANCES - None

MAINTENANCE REPORT

The Report was submitted to the Committee.

• Monthly activities – Discussion was held on the relocating the food pantry which is not complete. Weir stated it cost more than expected to repair the floors after the carpet was removed.

PARKS & RECREATION

Upgrade to the Mascoutin trail was discussed. Weir explained that they are restructuring the charcoal grills in the park to prevent vandalism.

CLERKS REPORT – None

COMMITTEE DISCUSSION

Future Meeting Date: Regular Meeting January 7, 2014 at 4:30 pm.

Future Agenda items for action & discussion:

ADJOURNMENT

Motion/second (Guden/Stoddard) to adjourn at 5:30 pm. Motion carried.

Submitted by,

Marge Bostelmann County Clerk