

PROPERTY AND INSURANCE COMMITTEE

August 4, 2009

The meeting of the Property and Insurance Committee was called to order by Chair Gene Thom on Tuesday, August 4, 2009 at 4:30 PM in the County Boardroom, Green Lake County, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Gene Thom
Mike Stoddard
Orrin Helmer
Gus Mueller
Gene Schroeder

Also Present:

Marge Bostelmann, County Clerk
Jeff Haase, Assistant Corporation Counsel
Mark Podoll, Sheriff
Scott Weir, Maintenance Supervisor
Linda Van Ness, HHS Director
Kurt Berner and Curt Schleicher and Nicole Porter – Samuel's Group
Jason Kauffeld, UWEX Agent

Sue McConnell, Maureen Schweder, Dan Priske, Todd Hudzinski, Al Shute and Scott Mundro

AGENDA

Motion/second (Stoddard/Mueller) to approve the agenda. All ayes. Motion carried.

MINUTES

Motion/second (Helmer/Mueller) to approve the minutes of July 7, 2009 as presented. All ayes. Motion carried.

CORRESPONDENCE A memo from Jason Kauffeld was presented regarding the Waterways Commission grant award to blacktop the driveways at Sunset Park. The County requested 60% and was awarded 50%. It was also noted that communities that did not have mandatory boat launch fees were docket \$5000. The Commission strongly recommends adopting mandatory boat launch fees if the county plans to continue to submit grant requests.

PUBLIC COMMENT None

APPEARANCES None

DISCUSSION ON LONG RANGE PLAN

Curt Schleicher presented a written update. He stated that they expect to be water tight in area A by the end of the month.

Discussion on extra top soil and fill. Schroeder checked the cost of top soil and found it \$12 to \$14 per yard plus trucking. He suggested that the black top soil be put out to bid.

RFP: Kurt Berner explained that the one proposal was from Ernie Hunter. Hunter was concerned with making a presentation of his proposal because it would become the property of the County and he is not willing to release the information. Berner and Jeff Haase met with Ernie Hunter and his attorney and he was expecting that something would be submitted to the county by last Thursday for the committee to review. Haase received a letter today from the attorney but has not had a chance to review it. Haase believes that the content of the letter should be discussed in closed session. Discussion was held.

Two change orders were presented:

COR # 27 – Added Security Doors – \$24,788.59

COR #28 – Added Sidewalks and Bike Racks – \$8,931.23

Discussion held. The bike racks will be revised to use the County existing bike racks.

Motion/second(Stoddard/Mueller) to approve the change orders and sign them. Motion carried.

Build out of jail area: Total build out costs are \$875,574. Berner explained that \$130,937 can be deducted if the project is done now rather than after the building is complete. He also stated that he believes that some of the numbers are higher than they should be. He believes that the cost could be about \$600,000. This increases the bed count from 100 to 138. Discussion was held on whether or not the additional beds can be rented out to the State. Sheriff Podoll stated that the electrical and plumbing should be put in now no matter what else is done. Priske stated that prioritizing and the budget is very important. Discussion was held. Podoll will give numbers on rentals and Berner will bring in tighter numbers for the next meeting. A decision would need to be made by the September Board meeting.

MAINTENANCE REPORT

The monthly activities report was sent to the committee.

Weir has been monitoring energy costs and found a savings on average of \$1100 to \$1200 per month less in the first 6 months of this year compared to last year. He stated that the use of coffee pots, toasters and microwaves cost about \$123/month. He has also looked at other cost saving measures and that a 4 day work week, excluding the Sheriff's office, would save about \$10,000 per year. Helmer stated that a 4 day work week would not be acceptable to tax payers who need the County services. Weir has installed lighting that will provide a 2.8 year payback. He also projects a \$1000/ years savings at highway with the new lightings.

USE OF COUNTY PROPERTY

Bostelmann received a letter from Ripon College requesting permission to use a sound system at Margaret Dodge Memorial Park on Monday August 24th from 4:00 to 6:30 PM.

Motion/second(Stoddard/Mueller) to approve the request for the sound system at Margaret Dodge Memorial Park on August 24th. Motion carried.

Bostelmann will notify Law Enforcement.

SALE OF COUNTY PROPERTY – SHERIFF'S DEPARTMENT

The Sheriff sent a list of vehicles to sell at Auction:

1997 Chrysler drug car
2003 Ford squad car
2005 Ford squad car
2004 Ford squad car
1986 Nissan truck (abandoned)
2003 Ford squad car

The Sheriff also cleaned out the shed and has some miscellaneous item to sell at auction also.

Motion/second(Helmer/Stoddard) to approve the sale of the items listed and the miscellaneous items. Motion carried.

RESOLUTIONS/ORDINANCES None

PURCHASE REQUESTS

Sheriff's

Squad Car Cage	Havey	\$489.00 - recommended
	Fleet Safety	\$468.80

Shipping is \$100.

HHS FRI

Sonatron Body Pillow	Allied Products	\$1265.50 - recommended
	Abilitations	\$1515.99
	Flaghouse	\$1545.00

FRI check book

Motion/second (Stoddard/Mueller) to approve the purchase requests as recommended by the Governing Committees. All ayes. Motion carried.

MONTHLY VOUCHERS

Vouchers were presented for Maintenance in the amount of \$67,757.21, for Purchasing in the amount of \$13,196.42 and the Building Project costs of \$651,285.76.

Motion/second (Helmer/Stoddard) to approve the vouchers. All ayes. Motion carried.

CLERKS REPORT

Bostelmann explained availability to upgrade cell phones to a Windows Mobile email & web service. The Sheriff, Chief Deputy and Public Health Nurse are being upgraded. Bostelmann has had requests from other County employees who would like to return their County cell phone and use their own private cell phone with the advanced technology and have the County reimburse them the current cell phones cost being paid by the county. Discussion was held. This will be on the agenda for next month's meeting.

Bostelmann presented a list of Fair events covered under the County insurance and the certificates of insurance from other vendors.

Bostelmann explained that the maintenance budget needs to be adjusted by \$323,750 in revenue

and expenses to reflect the grant for the Berlin snowmobile bridge. She will present this to at the next Finance Committee meeting.

CLOSED SESSION

Motion/second (Schroeder/Helmer) to go into closed session per ss 19.85(1) (c) Personnel Matters, Employee Evaluations, Maintenance Supervisor Evaluation; (g) to confer with legal counsel. Roll call vote, 5 ayes and 0 nays, motion carried.

RESUME OPEN SESSION

Motion/second (Helmer/Schroeder) to resume open session. Roll call vote, 5 ayes and 0 nays, motion carried

ANNOUNCE FINDINGS OF CLOSED SESSION

The Committee conducted the one year probationary evaluation for Scott Weir which will be sent to the Personnel Committee stating that he has successfully completed his probationary period.

Motion/second(Schroeder/Mueller) to accept the annual evaluation for Deb Davey and the probationary evaluation for Scott Weir and send Weir's to the Personnel Committee. Motion carried.

Motion/second(Schroeder/Mueller) to send a thank you letter to Attorney Sorenson regarding the Ernie Hunter proposal stating that the Committee does not accept the proposal. Roll call vote, 5 ayes, 0 nays. Motion carried.

COMMITTEE DISCUSSION

Next meeting dates: September 1, at 4:30PM

Future Agenda Items: Cell phones.

ADJOURNMENT

Motion/second (Stoddard/Mueller) to adjourn at 7:00 p.m. All ayes. Motion carried.

Submitted by,



Marge Bostelmann
County Clerk