

PROPERTY AND INSURANCE COMMITTEE

August 1, 2006

The meeting of the Property and Insurance Committee was called to order by Chair John Brennan on August 1, 2006 at 5:00 PM in the County Boardroom, Green Lake County, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Orrin Helmer
 Gus Mueller
 John Brennan
 Gene Thom
 Mike Stoddard

Others Present:

Marge Bostelmann, County Clerk
Dave Mendleski, Maintenance Supervisors
Dan Sondalle, Assistant Corporation Counsel
Bob Podgorski, Highway Commissioner
Joy Waterbury, Berlin Papers

AGENDA

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

PUBLIC COMMENTS

MINUTES

Motion/second (Mueller/Stoddard) to approve the minutes of July 6, 2006 and July 25, 2006. Motion carried.

APPEARANCES None

CORRESPONDENCE

A thank you note from the Green Lake Chamber of Commerce for the use of County Property for the July 4th celebration was received.

HIGHWAY SPACE NEEDS

Podgorski appeared to explain that the Highway equipment has to sit outside because there is no room for the equipment. The building was built for single axel trucks and we are now using tri-axel trucks. Employees have a hard time backing in equipment. The doors are not wide enough for the new trucks.

PURCHASE REQUESTS None

IT

2 IBM Think Pads

IBM
Sole vender

\$3,069.53/ea

Motion/second(Thom/Stoddard) to approve the purchases of the IBM Think Pad as requested. Motion carried.

USE OF COUNTY PROPERTY

Ripon College is again requesting permission to have a sound system at Dodge Memorial park during their annual picnic for new students. The event will be held on August 20th from 4-6 PM. *Motion/second(Helmer/Mueller)* to approve the request. Motion carried.

515 GOLD STREET RENTAL

The dentist has moved out and now there is only one tenant. Discussion was held on trying to rent the building or trying to selling the property. Helmer stated that if it is determined that the building should be rented out that a rental company handle the arrangements.

Motion/second(Stoddard/Thom) to request a bid to have realty company to handle rentals for the County.

TROUT PONDS – Continuation of County Operation of Program

Helmer explained that Dave Bartz, DNR talked with Helmer and Bostelmann about repairing the trout ponds. Helmer stated that because of budget limits the County does not have the money to make any repairs. Discussion was held on the time a County employee spends on feeding the fish and why does the highest paid employee in Maintenance feed the fish. Helmer suggested that the maintenance personnel duties be reviewed. Bostelmann will contact Bartz and ask about a contract and figure out a cost analysis. Helmer stated that possibly the Green Lake Association and/or the Sanitary District may be willing to help with the fish. Bostelmann will contact them.

RESOLUTIONS/ORDINANCES None

VOUCHERS

Vouchers were presented for Purchasing in the amount of \$26,488.39 and for the Maintenance Department in the amount of \$24,714.53.

Motion/second(Helmer/Stoddard) to approve the Maintenance and Purchasing vouchers as presented. Motion carried.

2007 BUDGET

Mendleski presented the 2007 Budget for maintenance. He explained that the Maintenance Budget pay for supplies for the Highway Department and HHS. He is questioning if they can get reimbursement from the state for some of those purchases. Bostelmann will discuss this with the Auditor regarding procedure.

Motion/second(Thom/Mueller) to approve the Maintenance Budget and sent it on to Finance Committee.

Bostelmann presented the Purchasing and Insurance budget. The purchasing budget increased and the Insurance budget decreased. Adjustments were made to the proposed budgets.

Motion/second(Helmer/Thom) to approve the budgets and send on to Finance for approvals. Motion carried.

MAINTENANCE REPORT

Safety Building: On Sunday July 16th a stage on the chiller was lost. Pulvermacher was called in to fix it. Mendleski was here for 5 hours during the repair.

Courthouse Steps: Mendleski spoke with the city building inspector about the steps on the east and south side of the Courthouse. The building inspector did not see any problem with repairing the steps.

Courthouse Locks: The locks for the courthouse have been ordered. George at Kitz & Pfeil said it will be 3-4 weeks.

Boat Launch: The boat launch fees as of July 27th are \$3255.81.

Merle Lohry: Merle got hurt in the parks on Sunday July 16th. He hurt his left arm when a bag of garbage came down off the truck and he reached to catch it. He had to have emergency surgery on July 19th because of a blood clot in the muscle. He was released on Friday July 21st. He will be off work until at least August 15th.

Roger Priebe filled in for Paul Wagner, who was on vacation last week. He left urinal blocks on the dash of the truck which ate through the dash on the truck.

Safety Building fire alarms: Legacy Communications will be here to get everything working on the Safety Building fire alarms. Mendleski had a big go-around with Legacy management, who told insisted we had to upgrade the parts for \$10,000.

Painting: Highway Shop II and the sand shed have been painted and both look good.

CLERKS REPORT

County Fair: I have received the information and certificates of insurance for the Fair events.

Loss Control Committee: I have enclosed a copy of the notes from the last Loss Control Committee.

External Modem card: The Health Department has received a flu pandemic grant and plan to purchase a new Computer and need a wireless connection. The cost of the external modem is \$99.95 and the continuing cost is \$30/month.

Motion/second(Helmer/Thom) to approve the external modem requested by the Health and Human Service Department. Motion carried.

Construction Manager: Bostelmann presented a draft RFP for the Committee to review. Discussion was held on the draft and the concept and need of the construction manager. Sondalle will get additional information on the Project/Construction Manager concept. The committee will meet at August 15th at 4:30 to discuss Construction Manager RFP.

CLOSED SESSION

Move into closed session per ss. 19.85 (1)(e) conferring with legal counsel to discuss negotiations relating to Valley Trails Landfill contract.

Motion/second(Thom/Mueller) to go into closed session per ss 19.85(1)(e) conferring with legal counsel to discuss negotiations relating to Valley Trails Landfill contract. Roll call vote, 5 ayes and 0 nays, motion carried.

OPEN SESSION

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

The Committee discussed the negotiation with Attorney Rick Lewandowski by phone and will discuss this with the County Board at the next meeting.

COMMITTEE DISCUSSION

Stoddard told the Committee that he had a call from the owners of the Hover Craft Company. A survey recently completed by the County showed property lines between Hover Shuttle and the Berlin trail which is owned by the County. The owner of Hover Shuttle was surprised and upset to find that he did not own as much property as he thought. Helmer explained that this is under the County Highway Committee jurisdiction. This will be on the agenda for next month for discussion.

Next meeting dates: Regular meeting on September 5, 2006 at 4:30 PM,
Special meeting on August 15, 2006 at 4:30 to discuss Construction Manager – RFP, August 29th at 4:30 to meet with Potter Lawson and September 26th at 4:30 to meet with Potter Lawson.

ADJOURNMENT

Motion/second (Stoddard/Thom) to adjourn at 8:30 PM. Motion carried.

Submitted by,

Marge Bostelmann
County Clerk