

## PROPERTY AND INSURANCE COMMITTEE

February 3, 2009

The meeting of the Property and Insurance Committee was called to order by Chair Gene Thom on Tuesday, February 3, 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: Mike Stoddard  
Orrin Helmer  
Gene Thom  
Gene Schroeder  
Gus Mueller

### Also Present:

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

Others Present: Pam Schumacher, Todd Hudzinski, Jason Kauffeld

### AGENDA

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

### MINUTES

*Motion/second (Schroeder/Mueller)* to approve the minutes of January 6, 2009 as presented and January 19, 2009 with correction. Motion carried.

### CORRESPONDENCE

Letter from Judy Ziewacz, Office of Energy Independence stating the County was not awarded an Energy Independence Grant.

PUBLIC COMMENT None

APPEARANCES None

### DISCUSSION ON LONG RANGE PLAN

Kurt Berner presented an update of the project and a progress schedule. Berner explained that there are a few issues that have come up relating to the courtroom technology and the exterior signage design. He would like to see Potter Lawson do the design for both parts for overall project coordination and consistency. Potter Lawson sent an additional services contract for the two designs. The courtroom technology design is \$20,000 and the exterior signage design is \$15,000. The cost for the additional services for Potter Lawson will come from the Samuels cost of the project.

*Motion/second(Schroeder/Mueller)* to sign the Potter Lawson additional service contracts as presented for the courtroom technology and exterior signage design as approved by assistant

corporation counsel. Motion carried.

**LEED Certification:** Berner stated that the building design has 28 LEED points. Five to 7 more points would take the building to a silver level. The additional cost to obtain the certification would be \$90,000 to \$120,000. Berner suggested that the Committee wait to make the decision until after the project is bid. He believes there may be some cost savings that would pay for the certification.

**RFP for County Facilities:** Berner suggests the RFP be sent out to see what kind of interest there is. Discussion was held. Committee members will review the RFP and bring back suggested changes at the March meeting. The RFP will be sent out in March.

**Update from the Finance Committee Regarding Bonding:** PFM will be putting a time line and bond proposal together for presentation at a special Finance Meeting on February 17<sup>th</sup> at 4:30 and then make a presentation at the County Board meeting that day at 6:00. Dan Priske, Finance Chair would like the P&I Committee members to attend the special meeting.

**MAINTENANCE REPORT**

The report was sent to the committee. The committee reviewed the annual report.

**USE OF COUNTY PROPERTY** No requests

**RESOLUTIONS/ORDINANCES** None

**CARRYOVER FUNDS**

The carryovers for the Maintenance and Purchasing department were presented.

***Motion/second(Schroeder/Mueller)*** to approve the request and send to the Finance Committee. Motion carried.

**LIGHTS AT SUNSET PARK RESTROOM**

Weir called Donna Moore about the light but she has not gotten the information back to him yet. This will be on the agenda for next month.

**ENERGY INDEPENDENCE GRANT**

Todd Hudzinski explained why the grant was not awarded to Green Lake County and that the \$100,000 not awarded will be used to coordinate the communities awarded. The Department of Energy Independence was very impressed with Green Lake County's grant application. Jason Kauffeld stated the energy usage of the County was \$600,000 in 2008. He stated that with conservation the County could reduce the cost substantially. Businesses are also interested in being a part of the County energy independence team.

McConnell stated that the County needs to keep this going and put some money towards this with other county communities and schools to pay Todd to continue this work. If the justice facility is actually LEED certified this would be great for future County grant applications.

**PURCHASE REQUESTS**

**IT**

HP P4015dn printer	Gov/Connection	\$2,209.02
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*Motion/second(Helmer/Stoddard)* to approve the purchase request as recommended by the Governing Committee. Motion carried.

### **MONTHLY VOUCHERS**

Vouchers were presented for Maintenance in the amount of \$4,136.06 for 2009 and \$7,045.46 for 2008; for Purchasing in the amount of \$5,747.88 for 2008 and \$42,016.84 for 2009; and Building Project costs of \$187,847.05 for 2009.

*Motion/second(Mueller/Stoddard)* to approve the vouchers. Motion carried.

### **CLERKS REPORT**

The report relating to agenda items

Bostelmann stated that she has requested a budget adjustment from the finance committee for \$13,321.43 which represents the additional snowmobile funding received in 2008.

### **CLOSED SESSION**

Move into closed session per ss. 19.85 (1)(c) Personnel Matters, Employee Evaluations; (g) to confer with legal counsel.

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

### **RESUME OPEN SESSION**

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

### **ANNOUNCE FINDINGS OF CLOSED SESSION**

*Motion/second(Schroeder/Stoddard)* to accept the evaluations for Kathy Doro. Motion carried.

*Motion/second(Helmer/Schroeder)* to recommend to the Personnel Committee a change in a maintenance employee's work schedule. Motion carried.

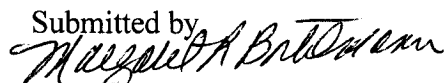
### **COMMITTEE DISCUSSION**

**Next meeting dates:** Special meeting February 17<sup>th</sup> at 4:30 – joint meeting with Finance; regular meeting March 3<sup>rd</sup> at 4:30.

**Regular Agenda Items:** Lighting at Sunset Park restrooms, Energy Independence Team report

### **ADJOURNMENT**

*Motion/second(Stoddard/Mueller)* to adjourn at 6:45 p.m. Motion carried.

Submitted by  
  
Marge Bostelmann  
County Clerk