

PROPERTY AND INSURANCE COMMITTEE

May 4, 2010

The meeting of the Property and Insurance Committee was called to order by Marge Bostelmann on Tuesday, May 4, 2010 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
Rick Perr
Joanne Guden

Absent: Gus Mueller

Also Present:
Margaret Bostelmann, County Clerk
Jeff Haase, Assistant Corporation Counsel
Scott Weir, Maintenance Supervisor
Linda Van Ness
Sheriff Podoll

Others Present:
Curt Schleicher, Samuels
Paul Brummund, Potter Lawson
Brenda Hansen, Samuels Group
Tony Daley
Tom Huber, Cornerstone
Louie Lange – Commonwealth Co.

AGENDA

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

ELECTION OF OFFICERS

Bostelmann requested nominations for Chair.
Stoddard nominated Gene Thom as chairperson.

Motion/second (Stoddard/Guden) to close nominations and cast a unanimous ballot for Gene Thom, as Chair. Motion carried.
Thom was seated as Chair.

Guden nominated Mike Stoddard as vice-chair.

Motion/second(Guden/Perr) to close nominations and cast a unanimous ballot for Mike Stoddard as vice-chair. Motion carried

MINUTES

Motion/second (Stoddard/Guden) to approve the minutes of April 6, 2010 and April 12, 2010 as presented. Motion carried.

CORRESPONDENCE

Email from Bill Hutchison thanking the Committee for allowing him to use the Gold Street property to get a head start on the computing data network gear.

Kurt Berner will not be in attendance but he is willing to work with the developers as needed.

PUBLIC COMMENT – None

APPEARANCES

Cornerstone Representative, Tom Huber appeared and presented the plan for the Cornerstone Project. He presented their executive summary, explained why Cornerstone is more than just an exercise

facility. He also presented a time line and floor plans. Parking is a concern and possibilities would need to be reviewed with the City. The Cornerstone Board has been meeting with the YMCA and there is interest in a partnership. Guden stated that she had calls about the need for early daycare and how Cornerstone would solve that problem. The cost to renovating the safety building would be about \$1.5 million.

The Commonwealth Companies – Louie Lange III:

Lange explained that his company has just completed the redevelopment of the Lutheran Church in downtown Fond du Lac. They have redeveloped some schools and churches into housing. He proposed townhouses, condominiums, and low income housing. He explained tax credits through WHEDA. They will present a more in-depth proposal next month. He will also contact the City regarding his proposal.

LONG RANGE PLAN DISCUSSION

County A project update:

Schleicher presented the progress update. Building A which is the HHS building will be open to the public on June 7th.

County A Addition Update: They will be building a temporary entrance for the public to get into the building. Pricing will begin this week.

Budget Adjustments:

98 – Change Security Door - \$5738.27

#100 – Remove Countertop and Patch wall in VSO - \$421.66

#101 – Provide motion sensor in hallway - \$2117.51

#102 – RFI 290 - \$1613.15

108 – Install new raised barrel hinges at wood frame in courthouse - \$861.65

#109 – Provide type B camera in booking in lieu of Type C - \$767.95

#110 – Power Requirement changes to heat pump 2 and 5 - \$21,206.26

#107 – Install hood extension on exhaust hood – \$845.57

Motion/second(Stoddard/Peer) to approve the adjustments. Motion carried.

Radio Tower Update:

Podoll explained that they are putting equipment into the shelters. Markesan easement is being done right now.

MAINTENANCE REPORT

The monthly activities report was sent to the committee.

HHS has a bad air conditioning unit on the roof. Weir will have Brewer fix it with an existing unit until the move.

Request from Roger Kemnitz to install driveway in right of way by Twin Lake access to enter field: Weir explained the request and sent pictures in the meeting packet. Discussion was held.

Motion/second(Stoddard/Peer) to approve the request and send it to the Highway Committee for further action if needed. Motion carried.

Discussion on personal items in the new building:

Weir stated that he has had questions regarding personal items and plants in new offices. Van Ness stated that she has told employees that they can have plants and personal items. Discussion was held.

Motion/second(Guden/Perr) a limit of 2 moderate size plants in each individual office and offices will be decorated in a tasteful and simple way with a minimum amount of wall decorations portraying a professional office setting. All wall hangings will be installed by maintenance to insure proper installation. Motion carried.

USE OF VACATED HHS BUILDING:

Weir presented a plan for the food pantry utilizing the old HHS area. This works with the air conditioning and heating of the building. No other departments are requesting use of the HHS building. Van Ness mentioned that their summer group will be meeting in the current board room. Van Ness also mentioned that Fox River Industries would like to use part of the building for storage.

Motion/second(Guden/Peer) to approve the use of the HHS building for the food pantry and storage by FRI and that the summer youth group will use the current board room and that when the food pantry is vacated the building would be used by the Maintenance Department. Motion carried.

PARKS & RECREATION

Review Boat Launch Ordinance – Permits:

Thom explained the Ordinance and concerns that were discussed at the Judicial Law Enforcement Committee. Weir explained the confusion regarding the fact that Green Lake County has a “permit” not a “sticker” as stated in the original ordinance and that the permit hangs face out off the rearview mirror and is not stuck on the window. Perr asked if there will be a permit for the winter use of the landings. The permit is only for boat launch.

Motion/second(Stoddard/Guden) to amend the ordinance as discussed and send to the County Board in May. Motion carried.

Mascoutin Trail location near Aurora Coating in Berlin: Aurora Coating had their property surveyed and found that the snowmobilers are using part of that property because the trail has trees and bushes that have gone over. Bostelmann will check to see what part of the trail is maintained by Waste Management per an agreement with the County. Weir will look at the area with a GPS to determine the trail area based on the survey stakes. Haase will check with Selsing regarding the history of the trail. Maintenance will take the necessary trees down if needed.

Mascoutin Reroute: The land exchange paperwork has been accepted by the DNR. Bostelmann will call Shawn Eisch to see if permits are needed.

Foundation Fundraiser for Zobel Park: The Foundation Board members are planning a fundraiser in June. They would like permission to move forward. Insurance was discussed.

Motion/second(Stoddard/Guden) to move forward with the Foundation fundraiser pending insurance clarification. Motion carried.

USE OF COUNTY PROPERTY

County Fair Grounds by UWEX 4-H

Horse Clinic at show ring:

May 15th and June 12th at 10 am and July 20th at 9 am
Every Tuesday June 8th thru July 27th 5:00 pm to 8:00 pm

Dog Obedience:

Every Sunday May 9th thru August 30th from 4:00 pm to 8:00 pm for dog agility and obedience course training & classes.

Motion/second(Stoddard/Guden) to approve and send on to Highway. Motion carried.

25 X 25 GRANT UPDATE/COMMITTEE MEMBERS

The Committee met for a second time. Department heads were invited for the visioning discussion which worked out well. Green Lake School also had staff and board members come and participate. Bostelmann suggested that Dan Priske as County Board Chair formally appoint the Committee.

ACCESS TO RADIO TOWER ON HIGHWAY 23

A letter from Rick Pierce advising the Sheriff and Maintenance Department that the highway 23 access to the radio tower will be blocked off during the summer per the State DOT. Access is available from St. Marie Road or on 23 by walking 50 feet. The barricades will be removed in the winter for access and plowing.

RESOLUTIONS/ORDINANCES - None

PURCHASE REQUESTS

Child Support

Imaging /Scanning system	Cities Digital	\$14,783 – recommended
	Imagetek	\$10,824
	HP Server;	\$10,375.01
	SQL Server Licenses	\$7,597.76
	5 Computer Work stations	\$6815.00
	TOTAL	\$24,787.77

Second bid from IT expected to be less.

Law Enforcement

GPS Locator	Future Power PC.com	\$1549.22
	Night Galaxy.com	\$1999.99
Weather Service Radar: <i>(Shared between Sheriff and Emergency Management and the City of Berlin)</i>	Telvent DTN	\$492.00/month – sole vender
	<i>Sheriff's portion \$113.50/month</i>	
	<i>EM's portion 56.75/month</i>	
Snowmobile	R&M Moters	\$ 9,937.00
	Bohn Implement	\$10,089.00

Trailer	R&M Moters	\$1025
	Bohn Implement	\$1025
2 Tasers & Holsters	Ray O'Herron	\$1,697.80 – sole vender
Inmate Educational Software	MPTC	\$5,560 – recommended
	Houghton Mifflin Harcourt	\$5,560

Motion/second(Stoddard/Guden) to approve the recommended purchase requests. All ayes. Motion carried.

MONTHLY VOUCHERS

Vouchers were presented:

Maintenance in the amount of \$19,998.99; Parks for \$3834.55; Purchasing in the amount \$20,258.69; Building Project costs of \$789,814.75; Radio Tower Project \$57,948.25.

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

CLERKS REPORT

Bostelmann presented a drawing of the suggestion box approved to be put up near the clock on the County property.

CLOSED SESSION

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

Motion/second(Stoddard/Guden) to go into closed session per ss 19.85(1) (c) Personnel Matters, Employee Evaluations; (g) to confer with legal counsel. Roll call vote, 4 ayes and 0 nays, motion carried.

RESUME OPEN SESSION

Motion/second(Stoddard/Guden) to resume open session. Roll call vote, 4 ayes and 0 nays, motion carried

ANNOUNCE FINDINGS OF CLOSED SESSION

The Committee discussed disciplinary action for a union employee.

COMMITTEE DISCUSSION

Future Meeting Date: June 1, 2010 at 4:30PM

Future Agenda items: The Commonwealth Companies – Louie Lange III:

ADJOURNMENT

Motion/second (Stoddard/Peer) to adjourn at 7:50 p.m. All ayes. Motion carried.

Submitted by,

Margaret Bostelmann
County Clerk