

## PROPERTY AND INSURANCE COMMITTEE

August 7 2012

The meeting of the Property and Insurance Committee was called to order by Chair Gene Thom on Tuesday, August 7, 2012 at 4:30 PM in the Green Lake County Board Room, Green Lake County Government Center, 571 County Road A, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Gene Thom  
Mike Stoddard  
Joanne Guden  
Dave Richter

Absent: Don Peters

### Also Present:

Marge Bostelmann, County Clerk  
Ron Severson, Maintenance  
Gary Podoll, Emergency Mgmt  
LeRoy Dissing, HHS  
Mary Rowley  
Dave Knoke

Dan Sondalle, Corporation Counsel  
Sheriff Mark Podoll  
Sue Wendt, Supervisor  
Chuck Buss, Highway  
Tim Jankowski  
Tony Daley

### AGENDA

*Motion/second (Richter/Guden)* to approve the amended agenda. Motion carried.

### THE PLEDGE OF ALLEGIANCE WAS RECITED

### MINUTES

*Motion/second (Richter/Guden)* to approve the minutes of July 3, 2012. Motion carried.

### CORRESPONDENCE

Note from Don and Inge VanderLeest thanking the Committee for the posts on the piers at Dodge Memorial Park boat launch.

### PUBLIC COMMENT – (3 minute limit)

### APPEARANCES – None

### USE OF COUNTY PROPERTY

- Tent up at Dodge Memorial Park on August 18<sup>th</sup> for the day – Mary Rowley, Goose Blind. Mary Rowley requested approve for a 20 x 40 foot tent for a company picnic at Margaret Dodge memorial Park on August 18<sup>th</sup>. Discussion was held.  
*Motion/Second(Guden/Richter)* to approve the tent with a contract for use of County property signed. Motion carried.
- Use Highway grounds for overflow parking on September 2<sup>nd</sup> from 6:00 am to 1:00 pm for the Green Lake Half Marathon – Ellen Koeppen  
*Motion/Second(Richter/Stoddard)* to approve the use of the highway grounds for overflow parking. Motion carried.

- Ripon College to utilize sound equipment at Dodge Memorial Park on August 20<sup>th</sup> from 4 – 6:30 pm.  
*Motion/Second(Stoddard/Richter)* to approve the sound equipment usage at Margaret Dodge Memorial Park. Motion carried.

**DISPOSAL OF IT EQUIPMENT**

Hutchison send information regarding the disposal of the IT equipment. Richter explained that this has been approved by the IT committee.

*Motion/Second(Richter/Guden)* to approve the disposal of the IT equipment as requested. Motion carried.

**911 MAINTENANCE CONTRACT**

Gary Podoll explained that the maintenance agreement is due along with an upgrade to some of the equipment. The cost is \$46,972.71. All the equipment will need to be upgraded to the next generation of equipment in 3 years which will be a substantial cost of about \$200,000.

*Motion/Second(Stoddard/Richter)* to approve the maintenance agreement and the upgrade of the equipment for \$46,972.71. Motion carried.

**MARKET ANALYSIS OF 500 LAKE STEEL STREET PROPERTY**

The market analysis was presented to the Committee. The estimated market value “as is” is valued at \$395,000. Discussion was held on segregating off the maintenance building to be used for the food pantry.

Facilities for Food Pantry and Maintenance and sale of 500 Lake Street property will be discussed next month.

**PURCHASE REQUESTS:**

**HHS**

Dental Equipment	DVTLworks Equipment Corp	\$5011.00
(Grant award)	ASEPTICO	\$2,733.00
	Equipment purchased from both companies.	

**Sheriff’s Office**

2 Trunk Organizers	Havey	\$3,610.80 ea – recommended
	True Vault	\$4,482.00 ea

2008 Ford Expedition	Ripon Ford with Trade	\$17,589.00 – recommended
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2013 Ford Utility Police Interceptor AWD:	Ewald	\$25,539.00 – State Bid
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*Motion/Second(Richter/Guden)* to approve all the purchased requests as presented. Motion carried.

**MONTHLY VOUCHERS**

Vouchers were presented:

Maintenance – \$4,785.87, Parks – \$6,384.97, Purchasing – \$18,921.02, Radio Tower - \$1,560.00

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

**2013 BUDGETS**

Budgets were proposed for insurance, purchasing, parks and maintenance. Discussion was held.

*Motion/Second(Richter/Guden)* to approve the budget requests and send on to the Finance Committee.

Motion carried.

### **MAINTENANCE REPORT**

The Report was submitted to the Committee.

Ron Severson has achieved the Building Operator Certification Level 1 certification. This credential is awarded to individuals who demonstrate knowledge and competency in energy efficient operation and maintenance of building and equipment.

### **PARKS & RECREATION**

Ron Severson stated that the 2 maintenance summer helpers will be leaving to go back to school. Casey was the summer worker and left to go to Hawaii to work on a project. He has now returned to Wisconsin and Severson asked permission to hire him back to help close the parks when the two current summer workers return to school. The Committee approved his being hired back to work in the parks.

### **CLERKS REPORT**

Bostelmann stated that Judicial Law Enforcement discussed a policy for the purchase of copy machines. Bostelmann will put together a proposal for next meeting.

### **CLOSED SESSION**

*Motion/Second(Guden/Stoddard)* to move into closed session per ss. 19.85 (1)(e) Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session – 500 Lake Steel Street & 515 Gold Street. Roll call vote 4 ayes, 0 nays, 1 absent (Peters). Motion carried.

### **RECONVENE TO OPEN SESSION**

*Motion/second(Stoddard/Guden)* to resume open session. Roll call vote, 4 ayes, 0 nays, 1 absent (Peters). Motion carried.

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

*Motion/Second(Richter/Guden)* to authorize acceptance of the offer to purchase of the 515 Gold Street building for \$85,000, with \$2500 earnest money and closing on or before October 26<sup>th</sup>. Motion carried. A resolution will be sent to County Board.

### **COMMITTEE DISCUSSION**

**Future Meeting Date:** September 4, 2012 at 4:30 pm.

**Future Agenda items for action & discussion:** Facilities for Food Pantry and Maintenance and sale of 500 Lake Street property

### **ADJOURNMENT**

*Motion/second (Stoddard/Guden)* to adjourn at 6:05 p.m. Motion carried.

Submitted by,

Marge Bostelmann  
County Clerk