

PROPERTY AND INSURANCE COMMITTEE

March 6, 2012

The meeting of the Property and Insurance Committee was called to order by Gene Thom on Tuesday, March 6, 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
Don Peters
Dave Richter

Also Present:

Marge Bostelmann, County Clerk
Scott Weir, Maintenance Supervisor
Al Shute, Planning & Zoning
Kurt Berner, Samuel's Group
Tim Jankowski
Carla Spinks
Sue Wendt
Aaron Becker

Dan Sondalle, Interim Corporation Counsel
Sheriff Mark Podoll
Jason Kauffeld, UWEX
Nolan Wallenfang
Ernie Hunter
Todd Hudzinski
Tony Daley, Berlin Journal

AGENDA

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

MINUTES

Motion/second (Guden/Richter) to approve the minutes of February 7, 2012 and February 21, 2012 correcting that Gene Thom called the meeting to order. Motion carried.

CORRESPONDENCE - None

PUBLIC COMMENT – (3 minute limit) - None

APPEARANCES - None

UW STEVENS POINT ASSIST IN MEETING THE 25X25 GOALS

- UW-Extension Educator Jason Kauffeld explained that Professor Michael Reisner from the University of Stevens Point would like to work with Green Lake County in helping the County implement their 25 x 2025 goals. He will help secure funding for the project. He would like to have a meeting in early June with County personnel. Discussion held.

Motion/Second(Guden Richter) to accept the offer of help to implement the 25 x 2025 plan. Motion carried.

ERNIE HUNTER – REGARDING DOWNTOWN DEVELOPMENT

Ernie Hunter explained the project that he is proposing, and believes that the County should engage a consultant that understands development. He is requesting that the county retain him as construction manager for the project. Richter questioned the financial costs outlined by Hunter that indicated a loss to the County would be \$600,000 loss. Hunter explained that the correct development could change that forecast. Discussion was held. The next City County Ad Hoc Committee is scheduled for March 13th in

the County Board Room. Peters asked how many project of this type he has spearheaded. He has never been involved in a restoration project or a historical project like this. No action was taken at this time.

TOWN SQUARE PROJECT

Nolan Wallenfang appeared to explain that a business plan has been developed and that an offer will be presented to the County soon.

SAMUEL'S GROUP – KURT BERNER

Kurt appeared to explained that he has met with Tom Traxler and he wanted to explained and address Traxler's concerns with the P&I Committee which is the Committee that oversaw the Justice Center project and determine if this committee needs any follow-up.

1. Amount and quality of top soil: Question was raised by Traxler about the contractor who did the ground work for the project and what was done with the top soil and was it handled appropriately. Burner explained that after the soil analysis the bid was to dispose of any top soil if necessary. The contractor is responsible to get the soil to the contours; if he needs to bring top soil in to do that, then that is his responsibility. The top soil is the property of the contractor since the bid said the contractor is responsible to dispose of it. The Rain Gardens were not part of the original landscape bid and because it was designed after all the ground work was complete it was appropriate for the contractor to sell the county the soil for the rain garden.
2. Grass: The main area where no grass is growing is where the construction trailers were. The contractor will come back and seed it again since it was done late in the year. He said he will reseed at no cost if it does not come in.
3. Native Grasses: This was discussed, but there were also questions on what was the intended look for the campus. City of Green Lake had to give approvals for the landscape and security issues were discussed. Too many landscaping features and visual lines were reviewed to meet the security requirements.
4. No in ground irrigation system on the campus: It was a LEED point for water conservation and cost savings to the project, so no irrigation system was designed.

Burner asked if there were anything that the Committee would like him to follow up on. Discussion was held. Burner will follow up with Supervisors Traxler and plan to come to the March County Board.

RENTAL RATES AT 515 GOLD ST. PROPERTY

Bostelmann explained that she has talked with Tim Jankowski and Henry Conti and stated that \$10 to \$15 per square foot is common. Jankowski explained that space is available and that \$10 to \$12 per square foot is a good rental rate. Discussion was held. No changes in rental rates will be made at this time.

COST PROPOSAL FOR REMOTE GENERATOR MONITORING FOR TOWER SITES

Podoll reported that Laura Polcyn is investigating this at this time. A proposal will be provided for review at a later date. Weir explained that the basic equipment is there and just need to determine how this can be connected. This will be discussed next month.

CONSOLIDATION OF COUNTY PARCELS IN THE CITY OF BERLIN

Bostelmann explained that the City of Berlin has a fire prevention charge on all parcels in the City of Berlin. Sondalle presented a deed he has drafted and explained that he is trying to consolidate the parcels that make up the trail.

Motion/second (Stoddard/Guden) to consolidate 8 parcels owned by Green Lake County in the City of Berlin to eliminate the quarterly fire protection fee currently being charged on each parcel and send on to the County Board. Motion carried.

USE OF COUNTY PROPERTY

Request for use of the large dairy barn at the fairgrounds on April 7 has been withdrawn because a different location will be used.

RESOLUTIONS/ORDINANCES – None

PURCHASE REQUESTS:

Maintenance – VS18-10120360 Windsor Versamatic Commercial Vacuum
Palmer Company - \$700.00 (sole supplier of Windsor equipment)

Maintenance – 48”X18” Poly Broom
Service Motors - \$374.10
Zarnoth Brushworks - \$265.45 – recommended
Mid State Supply - \$361.48

Motion/second (Stoddard/Guden) to approve the purchase of the commercial vacuum from the Palmer Company and to approve the purchase of the broom from Zarnoth Brushworks. Motion carried.

MONTHLY VOUCHERS

Vouchers were presented:

Maintenance – \$10,884.28
Parks – \$11,901.09
Purchasing – \$11,530.26
Radio Towers Maintenance - \$339.96

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

GOVERNMENT CENTER – ANNUAL FUNCTIONAL TESTING PER APPLICABLE NFPA72 REQUIREMENTS – SERVICE CONTRACT

Maintenance Supervisor Scott Weir explained to the committee that the providers have to be able to perform the system for NFPA72.

Bids received were \$2,795.00 from CEC and \$2,995.00 from Simples-Grinnel. All other vendors on file are unable to perform the system for NFPA72 requirements.

Motion/second (Peters/Guden) to approve the bid from CEC. Motion carried.

MAINTENANCE REPORT

The Report was submitted to the Committee.

- Monthly activities – The report was sent to the Committee.
- Purchase of used fork lift – The one Weir was interested in was sold. Weir presented several fork lift costs. Discussion was held on the need an proposed use of the fork lift.

Motion/Second(Guden/Richter) to approve the purchase of a fork lift not to exceed \$2500. Motion carried.

PARKS & RECREATION

Waste Dumpsters - Maintenance Supervisor Scott Weir explained that there have been numerous complaints and problems due to the lack of dumpsters at several of the County parks. Weir provided a cost for dumpsters from the first week in May to end of September at Dodge, Sunset and Spring Lake Parks. Discussion was held questioning if the cost for the dumpsters can be paid by the boat launch fees since all the parks proposed for the dumpsters have boat launches. The language of the Boat launch ordinance will be reviewed to answer the question. Discussion was held on the rates proposed. *Motion/Second(Richter/Peters)* to approve having dumpsters for the parks at the current competitive rate and look determine if the cost can come out of the boat launch fees. Motion carried.

Big rocks at parks - Weir stated that there has been a request to remove the rocks in the parks. The biggest problem is in the Spring Lake Park in Kingston. Discussion was held. The rocks will stay.

CLERKS REPORT – None

CLOSED SESSION

Move into closed session per ss. 19.85 (1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session – 515 Gold Street property.

Motion/second (Guden/Richter) to go into closed session per ss 19.85(1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session – 515 Gold Street property. Roll call vote - 5 ayes, 0 nay. Motion carried.

RESUME OPEN SESSION

Motion/second (Richter/Guden) to resume open session. Roll call vote, 5 ayes, 0 nays. Motion carried.

ANNOUNCE FINDINGS OF CLOSED SESSION

The Committee reviewed two offers on the Gold Street property. A counter offer will be made to one of the offers, if accepted the offer will go on to the County Board in March.

COMMITTEE DISCUSSION

Future Meeting Date: Regular Meeting: April 3, 2012 at 4:30 pm.

Future Agenda items for action & discussion: Sign for parks

ADJOURNMENT

Motion/second (Stoddard/Richter) to adjourn at 6:40 p.m. Motion carried.

Submitted by,

Marge Bostelmann
County Clerk