

PROPERTY AND INSURANCE COMMITTEE

June 1, 2010

The meeting of the Property and Insurance Committee was called to order by Gene Thom on Tuesday, June 1, 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
Gus Mueller

Also Present:

Margaret Bostelmann, County Clerk
Jeff Haase, Assistant Corporation Counsel
Scott Weir, Maintenance Supervisor
Linda Van Ness
Sheriff Podoll
Sue McConnell
Jason Kauffeld
Al Shute
Winn Collins
Bob Podgorski

Others Present:

Tim Harmann, Samuels
Paul Brummund, Potter Lawson
Drew Wallace
Tony Daley
Louie Lange – Commonwealth Co.
Larry Zarnott
Laurie Renaud
Dr. Berry Rogers

AGENDA

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

MINUTES

Motion/second (Stoddard/Guden) to approve the minutes of May 4, 2010 as presented. Motion carried.

CORRESPONDENCE

Gus Mueller announced that due to some health issues he is stepping down from the County Board. He wishes the Committee well with the new building project.

Gus Mueller left the meeting at 4:35.

Letter from Bob Podgorski to Gene Thom that the Highway Committee moved to give the Parks Department the Smithco Turf Sweeper #204.

Letter from Ed Schuh thanking Scott Weir for his support of the Supported Employment staff.

Certificate of Recognition from the State Department of Workforce Development for 359 days without a Lost Time Injury as of May 20, 2010.

PUBLIC COMMENT –

Larry Zarnot appeared to thank Scott Weir for cutting the limb on the trail and how cordial Scott is

when he has come to talk to him. He stated that Winnebago County just upgraded their trail because of the good job Green Lake County has done on upgrading the Green Lake trail. He also is requesting that the Mascoutin re-route trail be 8 to 10 feet wide.

Berry Rogers appeared stating that the Hospital is in support of the bike trail and they support the 8 to 10 foot wide trail.

APPEARANCES

The Commonwealth Companies – Louie Lange III:

Lange explained his proposal for a 24 unit housing complex. He is asking for an offer to purchase or contract to purchase pending the receipt of the tax credits. The town houses would provide a property value of about \$1 to 1.5 million to the tax base. If the project is approved construction would start in September 2011 with occupancy of June 1, 2012.

Priske asked for financial statements. He said that the city is not sure they want low income housing. Lange would like to provide an option to purchase the land at the next meeting for the Committee members to review and consider.

LONG RANGE PLAN DISCUSSION

County A project update: Tim Harmann presented the update of the project. Paul Brummund addressed the concern on LEED stating they are on track for Silver Certification. They have recycled 75% of all waste.

County A Addition Update: The plans have been sent to Samuels for costs and are being sent to the State for approval.

Budget Adjustments:

#115 – Glass Handrails Installation – 7,435.05

#116 – Removal of the complete DAVR system and Upgrade to Accurate Controls per Judge – (11,409.21)

#117 – New louver at garage – 865.73

#118 – Mirrors to Jury Rooms – 138.52

#119 – Mirrors in bathrooms – corrections - \$1,833.30

#120 – Valves for remote toilet flushing – \$4,041.41

#121 – Modify 7 corner security grab bars – \$606.01

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

Radio Tower Update: Podoll reported the contractors continue to work on it. Anchor bolts for the GL site.

Future of Current Courthouse Building: Priske believe there is need for input by the community and he is not ready to commitment to anything at this time. Kauffeld explained that on July 22nd the Downtown Green Lake Renewal Project has scheduled a meeting to hear input on the downtown building at the Thrasher House. He suggested that Committee members attend.

MAINTENANCE REPORT

The monthly activities report was sent to the committee.

Weir told the Committee that Mike Timm did a great job while Scott was on medical leave. The summer helpers are on the job and it is working well. Community Service workers have been used to help out in the Maintenance Department.

Retirement of Maintenance/Repair Person: Weir explained that Paul Wagner retired from the County creating a vacancy.

Maintenance Technician Position: Weir explained the need for a position that has more advanced skills than the maintenance /repair person position. A job description and wage that was approved by the Personnel Committee was presented to the Committee. Weir explained that because of the timing of the retirement Keller and he presented this to the Personnel Committee last week with Thom's approval. The job description and wages was reviewed by the committee. A change in the job description was made for clarification.

Motion/second(Guden/Stoddard) to approve the wage and job description as changed deleting "specialized training in HVAC" and adding "and/or" in it's place. Motion carried.

Limited Term Employee: Weir is requesting permission to hire a limited term person for 12 weeks to work the summer because of the retirement and not filling the tech position until later in the summer.

Motion/second(Guden/Perr) to approve the 12 week LTE. Motion carried.

Maintenance Schedule Changes: Bostelmann explained that the union has not acted on the request to change the maintenance schedule. This was discussed with the Personnel Committee at their last meeting and they recommended eliminating the two current custodian positions and creating two new second shift custodian positions to work from 4 pm to 12:30 am starting on July 19th when the courts and Sheriff's department move to the new building.

PARKS & RECREATION

Drew Wallace would like to build a kiosk on the Mascoutin Trail near the Hovercraft building. Scott will meet with Drew and work out the details.

Motion/second(Perr/Guden) to have Drew work with Scott and move forward on the project. Motion carried.

Grant for handicapped fishing pier at Dodge Memorial Park: We received word from the DNR that the grant has been approved. Weir and Kauffeld need to fill out a few forms to complete the application.

Weir reported that the trees were removed from the trail near the Aurora Company.

Mascoutin Reroute: The final plans have been sent to the Army Corp of Engineers. The 5 foot and 8 foot options were sent in for plans specifications. Thom asked Weir to also check on a 10 foot specification.

The specifications for the earth work should be sent out for bids as soon as possible.

Motion/second(Stoddard/Perr) to have specification drawn for the 8 and 10 foot board walk and

to approve the specification for earth work and move forward with the bidding as soon as possible. Motion carried.

The earth work will be done for the 10 foot board walk if possible.

Joanne Guden questioned the quote received from Highway for \$945 to install the piers and the final cost was \$1964.08 . Podgorski stated that he ran the cost only for Highway and did not include Roger Priebe's time in it. Because it was wet they had to come back for an additional \$235. \$471 was not accounted for because it was a transition. \$1,186 was the total cost for the piers, the additional costs was for digging the pole holes for the boat launch permit boxes.

USE OF COUNTY PROPERTY – None

25 X 25 GRANT UPDATE/COMMITTEE MEMBERS

The committee met again, the visioning is complete. The last meeting focused on biofuel. Sue McConnell also stated that the Natural Step book will be used for educational purposes. Grant write is looking at our information for possible grants for community development.

RESOLUTIONS/ORDINANCES

Res 24-2010 Relating to Outdoor Recreation aids: This resolution updates the requirements required by the DNR for grant applications.

Res 25-2010 Relating to Eliminating custodial Positions and Create New 2nd Shift Custodial Positions: This is approved by the Personnel Committee.

Res 26-2010- Relating to the Creation of a Maintenance Technician Position: This was discussed in the Maintenance Report and approved by the Personnel Committee.

Motion/second(Stoddard/Guden) to approve the resolutions and send to the County Board. Motion carried.

PURCHASE REQUESTS

Green Lake County Fair

Gravel	Egbert Excavating	\$280
	GLC Highway	\$150 – recommended

Maintenance

1 – 3,00 lb. fully powered pallet truck 27” x48 “ Volt 3.2 – 7.8” lift

Global Industries	\$2,814.00 w/ shipping
Standard Equipment #3,	320.00 w/ shipping
Lab Supply	\$3,685.00 w/ shipping

1 Windsor Wave 28” wide area vacuum

Palmer Company	\$2,355 (sole supplier)
----------------	-------------------------

2 repeaters for existing WAVE system WAVE systems

	\$554.50 ea (sole provider)
--	-----------------------------

IT

HP CM3630 Printer	SHI	\$3,233.45 – recommended
	CDW	\$3,276.00
Apple MacBook	Apple	\$3,063.00 (state bid)
2 – IX-Dock T970		
Cordless Phone	Convergent Solutions	\$631 each (Sole provider)

Circuit Court

2 Wood lecterns	Environments	\$1,941.00/ea (sole provider)\
55” LCD HDTV	Dascom System	\$2,546.00 (state bid)
Visual XGA AV cart	Camera Corner	\$2,438.00 (sole vender)
FTR recording system	World Systems, Inc,	\$7,378.00 (sole vender)

District Attorney

Computer System	PDS	\$1,836.00 (state bid)
-----------------	-----	------------------------

Sheriff’s Office

Coin Operated Washer	Herb Fitzgerald Co.	\$1750.00
	(inc. tokens/electric cord/deliver/installation)	
	Commercial Laundry	\$1,675.96 – recommended
Coin Operated Dryer	Herb Fitzgerald Co.	\$730 – recommended
	Commercial Laundry	\$871.46
	Moriarty	\$1,080.00

Discussion was held on the pricing.

Motion/second(Guden/Perr) to approve the recommended purchase requests except the washing machines. All ayes. Motion carried.

Sheriff Podoll presented additional information regarding the washer and dryer.

Motion/second(Perr/Guden) to approve the washer from Commercial Laundry Sales and the dryers from Fitzgerald. Motion carried.

MONTHLY VOUCHERS

Vouchers were presented:

Maintenance in the amount of \$26,319.20; Parks for \$2,527.72; Purchasing in the amount \$83,303.51; Building Project costs of \$ 1,126,169.60; Radio Tower Project \$49,777.14.

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

CLERKS REPORT

CLOSED SESSION – None

COMMITTEE DISCUSSION

Future Meeting Date: July 6, 2010 at 4:30PM – July 11th for open house from 1 – 4.

Future Agenda items:

ADJOURNMENT

Motion/second (Stoddard/Perr) to adjourn at 6:50 p.m. All ayes. Motion carried.

Submitted by,

Margaret Bostelmann
County Clerk