

**PROPERTY AND INSURANCE COMMITTEE**  
**June 7, 2005**

The meeting of the Property and Insurance Committee was called to order by Chairman Bernie Kasierski on June 7, 2005 at 6:00 PM in the County Boardroom, Green Lake County, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present:       Bernie Kasierski  
                  Orrin Helmer  
                  Gus Mueller  
                  Gene Thom  
                  Mike Stoddard

Others Present:  
                Marge Bostelmann, County Clerk  
                Dave Mendleski, Maintenance Supervisor  
                Mike Handel, Sheriff  
                Bob Schneider, Realtor

**AGENDA**

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

**OPEN BIDS FOR GPS SURVEYOR EQUIPMENT**

No bids received.

**MINUTES**

*Motion/second(Helmer/Mueller)* to adopt the minutes of May 3, 2005 and May 23, 2005 as presented. Motion carried.

**MAINTENANCE STAFF HOURS**

Department heads have voiced concerns that there is no maintenance staff in the building after 3pm. Kasierski requested that this be put on today's agenda for discussion. Mendleski stated that in the morning maintenance has to have the cleaning of the third floor and the Sheriff's office completed before 8 am. In winter the snow needs to be shoveled before work starts. Mendleski is the only one on call during non-work hours. Mendleski will ask Paul Wegner if he is willing to be on call after 3 pm on certain days.

**MAINTENANCE REPORT**

**Shredding:** The shredding went well. The truck was filled up the first day and they came back the next morning at 6:45. The job was completed by 8 am. The total cost was \$1500.

**Summer Help:** Merle Lohry started on Monday May 23<sup>rd</sup>.

**Generator Problems:** The generators were tested and the one in the Sheriff's Office didn't work. The battery was replaced a few weeks ago. The company was called and told what had been done. A

representative stopped in to check it and found a little part in the charger needed to be replaced. The generator is up and running along with the charger.

**Rearranging office desks:** The crew is done rearranging the desks in the clerk of courts office, which took the most part of three days.

**Trout:** Approximately 25,000 trout were fin clipped on May 17<sup>th</sup> and put into the lake on May 24<sup>th</sup>.

**Elevator Inspection:** The state elevator inspector determined the elevator is in good shape. Some of the changes made last year were going to be mandated this year. He was happy to see the improvements we made.

**Boat Slip Collection:** The boat slip collection as of May 31<sup>st</sup> was \$461.74

**Maintenance Shirts:** A request was made to see if lighter shirts could be purchased for employees working in the parks during hot weather. Mendleski will look into it,

### **APPEARANCES**

Mike Handel stated that his department put out bids to sell the boat, and only one bid was received which was too low and rejected. He will re-bid the boat to see if he can get a higher price. This will be taken to Law Enforcement tomorrow.

Handel also stated that they have applied for a grant to upgrade the 911 center. Issue with the dispatch center was presented and Handel requested moving the dispatch and administrative offices to the third floor of the safety building. He stated if this was done the jail could be expanded for video conferencing and training rooms. He also stated that the "meth" lab problem is heading toward Green Lake and will cause the jail population to increase substantially.

### **CLOSED SESSION**

*Motion/second(Stoddard/Mueller)* to move into closed session per ss 19.85(1)(c)(g)(e) for pending litigation/evaluations, and purchase of property. Roll call vote, all ayes, motion carried

### **RESUME OPEN SESSION**

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

*Motion/second(Helmer/Mueller)* to accept the evaluation for Paul Wagner. Motion carried.

### **CORRESPONDENCE**

Bostelmann presented a letter from the Sheriff stating that the air quality is still a concern in the dispatch area.

Bostelmann presented a letter from AEGIS Corporation stating the County has received a

dividend of \$18,127.60.

Water test from Dodge Memorial Park showed safe with low nitrates.

A letter from the Local Government Property insurance Fund indicated that the rate will decrease this next year.

### **USE OF OFFICE SPACE LCC**

Jim Hebbe sent a letter requesting permission for the summer LTE to use the old GIS office for the summer months.

*Motion/second(Helmer/Stoddard)* after the surveyor's records are moved Helmer and Bostelmann will evaluate the space to determine if there is room for the LTE. Motion carried.

### **REVIEW BIDS FOR BLACKTOPPING DODGE MEMORIAL PARK**

Kopplin & Kinas	\$132,547.92
Dodge Construction Co	\$138,160.50
Green lake Highway	\$ 89,674.50
R&R Wash	\$140,035.90

Highway will be doing the project.

### **VOICE MAIL**

Bostelmann has received verbal cost for a new phone system. A detailed report will be submitted by both vendors next month.

CenturyTell \$109,000

Convergent Solutions \$94,000 to \$98,000

### **PURCHASE REQUESTS**

#### **Clerk of Courts**

Panels and counter	Corporate Express	\$1197.00 – recommended
	Wegner	\$1291.80

#### **HIGHWAY**

2005 D5N XL Caterpillar Dozer	Brooks Tractor	\$62,847.00 with trade in
	FABCO	\$51,500.00 with trade in – recommended

*Motion/second(Thom/Mueller)* to approve the purchases as recommended by the governing committees. Motion carried.

### **BERLIN TRAIL DOCUMENT**

The easement regarding the Berlin trail relocation was presented. Discussion was held on the route of the by-pass. A by-pass to the south would have to go through the industrial park and that would not work.

*Motion/second(Stoddard/Mueller)* to send the easement to the June County Board. Motion carried.

### **RESOLUTIONS/ORDINANCES**

Relating to Purchase of Property – Discussion was held on presenting cost information to the Board on the purchase and renovation of the Fabriko Building, expansion on the current

downtown site and building on the Sales Property. No resolution will be drafted until the County Board discussion is held on the information relating to all options.

Relating to easement for Berlin trail – Bostelmann will draft a resolution for the June County Board.

### **USE OF COUNTY PROPERTY**

Tammy Duve requested the use of the Horse Arena on May 17<sup>th</sup>, May 24<sup>th</sup> and May 31.

The Green Lake Chamber requested permission to use the Courthouse lawn on June 25<sup>th</sup> from 8am to 5 pm for “Paint the Town”.

*Motion/second(Helmer/Thom)* to approve the requests to use the County property. Motion carried.

### **VOUCHERS**

Vouchers were presented for \$20,185.31 for purchasing and \$8,193.37 for maintenance. *Motion/second(Mueller/Stoddard)* to approve the vouchers as presented. Motion carried.

### **CLERKS REPORT**

**Dispatch Lighting:** I have had a complaint regarding the lighting in dispatch. I consulted Jodi Traas from AEGIS Corporation regarding a solution. She suggested I contact Thomas Prichett from the State Department of Commerce to look at the situation. I have enclosed his recommendation for your review.

*Motion/second(Helmer/Mueller)* to have maintenance department get a cost to implement the recommendation. Motion carried.

### **COMMITTEE DISCUSSION**

**Next meeting date:** June 14, 2005 at 3:30 and July 5, 2005 at 6:00.

**Agenda:** Bids to sell Sheriff’s boat, Disposal of Law Enforcement excess equipment, Long Range Plan for County Facilities

### **ADJOURNMENT**

*Motion/second(Stoddard/Mueller)* to adjourn at 7:15 PM. Motion carried.

Submitted by,

Marge Bostelmann  
Secretary