

PROPERTY AND INSURANCE COMMITTEE
September 6, 2011

The meeting of the Property and Insurance Committee was called to order by Gene Thom on Tuesday, September 6, 2011 at 4:30 PM in the Green Lake County Board Room, Green Lake County Courthouse, 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
Don Peters

Also Present:

Marge Bostelmann, County Clerk	Jeff Haase, Assistant Corporation Counsel
Scott Weir, Maintenance Supervisor	Judge Slate
Sheriff Mark Podoll	Mark Putzke, Chief Deputy
Linda Van Ness, HHS Director	Jim Hebbe, LCD
Bob Podgorski, Highway Commissioner	Mike White representing the Cornerstone
Lauree and Paul Renaud	Allison Vincent, United Way
Maureen Schweder	Tony Daley, Berlin Journal
Aaron Becker, Ripon Commonwealth	

AGENDA

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

MINUTES

Motion/second (Guden/Stoddard) to approve the minutes August 2, 2011. All ayes. Motion carried.

CORRESPONDENCE

Letter from Jom Hebbe regarding the development of a master plan for landscaping: The committee approved Hebbe working with Weir to develop a landscape master plan.

PUBLIC COMMENT

Don Peters stated that Green Lake County has had no growth in jobs since 1943. He explained that the housing market is at very low. He stated we need to say no to purchase requests.

APPEARANCES

City of Green Lake Representative – Emergency Siren and Sentential Clock: Bostelmann stated that no one was able to be here today, they will appear next month.

CORNERSTONE PROJECT PROPOSAL

Mike White stated that he has been working with Scott Weir on a proposal to house the maintenance department shop and the food pantry on the County Justice Center site. The estimated cost for a steel building is about \$90,000. This cost was given by the Samuel's Group estimate. This is not a bid, just an

estimated cost. White stated that this is more than expected and the Cornerstone group is not willing to pay that much. Richter questioned how big the proposed building was. Weir said 40' X 80'. Discussion was held on the advantage of the building being at the Justice Center site. Weir stated that the double tandem trailer was stolen from the old HHS property this month. The trailers are now parked on the justice center property under security cameras.

Richter stated that he is in favor of the project and would like to have a actual proposal. He suggests that the proposal provide for a long term lease for the food pantry.

Peters stated that he does not believe he can move forward without more information. He would like to see a proposal with the food pantry and without the food pantry.

Discussion was held. Weir will get additional information. Weir stated the proposed building can tap into the geothermal system for heat/cooling.

LONG RANGE PLAN DISCUSSION

Remaining Court Door Hardware issues: Judge Slate stated that Weir has fixed the problem with little or no expense. There is some issue with the electronic push bars . Samuels is working on fixing this. Weir stated that they are waiting for the electricians to come with Simplex to fix the issue.

Slate stated that he does not see a need for the camera system in the judicial area at this time. He said this can be taken off the agenda.

CELLULAR EQUIPMENT PROPOSAL

Weir will work with Baycom to review the proposal and look at what amplifiers are needed. Discussion was held on where the coverage is needed most and a new proposal will be provided.

POLICY FOR INTERIOR DECORATIONS

The revised policy was reviewed by the committee. Guden presented a letter requesting that battery operated radios and iPod be allowed if approved by the supervisor. This issue related more to the personal appliance policy.

Motion/Second(Richter/Stoddard) to approve the policy and send it on to Personnel to include into the policy and procedure manual. Motion carried.

The personal appliances policy will be on the next agenda to incorporate battery operated radios and iPods.

MODIFICATION TO COURT ROOM/JUSICIAL AREA – JUDGE SLATE

Judge Slate wanted Supervisor Richter to know that he is in possession of the Green lake County Bar pictures.

Judge Slate has designated the second court report's room for the Family Court Commissioner. Discussion was held. The Committee approved the room for the Family Court Commissioner.

He also stated that he would like to have a rack for forms in the vestibule between the two courtrooms. Weir will work with Slate to mount the rack.

Slate provided a blueprint of judicial area. He is requesting a second door being put into the chamber conference room so that a person can access the room from outside his private office. He stated that the files he needs to look for are put into that room and that if staff is looking for a file they need to come through his office. He is requesting permission be given for him to work with Weir to find a cost to putting a door into the wall. Weir got a cost of about \$900 to \$1000. Weir stated that the Maintenance Department could install the doors for approximately \$600/ door. Discussion was held on whether this could be used as an office if needed and he stated that yes this could be used for visiting court reporter. Peters would like to see the Maintenance Department install the doors.

Motion/Second(Peters/Stoddard) to put the doors in at an estimated cost of approximately \$600/door by the Maintenance Department Staff. Motion carried.

STOP SIGNS AT GOVERNMENT CENTER – MARK PUTZKE

Putzke presented information on having stop signs at the end of the Justice Center driveway exits. He provided an opinion from Corporation Counsel recommending the stop signs be installed.

Motion/Second(Peters/Guden) to install stop signs at the end of the Justice Center driveways. Motion carried.

USE OF COUNTY PROPERTY –

- Green Lake 4-H Horse Project Storage Shed:
Slark was unable to attend tonight but spoke with Weir. It is a 10 x 16 garden shed and it will not be a permanent shed and used for tack storage.
Motion/Second(Stoddard/Richer) to approve and send it on to the Highway Committee for approval. Motion carried.
- Use of shop II – Northeast Asphalt
Podgorski stated that Northeast Asphalt would like to use the Highway Shop II for the Highway 73 project. They are requesting
Motion/Second(Guden/Peters) to allow the use of the construction trailer on the Highway Shop II grounds. Motion carried.
- Kiosk at Sunset Park – Weir presented a request for a Kiosk at Sunset Park. A picture and description of the Kiosk was presented. The Green Lake Association will maintain the Kiosk.
Motion/Second(Richter/Guden) to approve the Kiosk at Sunset Park with the understanding that Green Lake Association will maintain the Kiosk and that the County has the right to request it be removed at any time. Motion carried.
- Use of Fair Grounds – Green Lake County united Fund.
Allison Vincent has requested the use of the highway ground and building for a haunted house. Bostelmann explained that Highway equipment is stored in the buildings that they are requesting to use. Podgorski stated that it would cost the Highway Department money to

move the equipment from the buildings and then the equipment would be stored outside during that time. Discussion was held. The Committee is not willing to give approval.

RESOLUTIONS/ORDINANCES – None

REVIEW DANGEROUS WEAPON ORDINANCE

Putzke is requesting permission to put a notice on the doors of all buildings that concealed weapons are not allowed in the building. Discussion was held. This project has been headed up by Winn Collins but he was not able to attend tonight's meeting. Putzke will take this to Judicial Law Enforcement Committee and will bring it back to this committee in October.

PURCHASE REQUESTS:

Maintenance

Buters TGS07 Salt Dog Spreader	Modern Rental	\$1,963.00
	Bob's 151 Transmission – FdL	\$2,100.00
	Darrel Auto Repair- Princeton	\$1,690.00 *
	J&L \$-Wheel Drive Center – Madison	\$1,786.00

Motion/Second(Stoddard/ Richter) to approve the low bid from Darrell auto Repair. 4 ayes, 1 no (Peters) Motion carried.

Hiniken VT960 – 9 ½' Flare Top	Modern Rental	\$5,500.00 *
	Bob's 151 Transmission – FdL	\$6,880.00
	A&K Truckland – Green Bay	\$5,900.00
	Kraus Snow Plows – New Holsteen	\$6,150.00
	P&B Truck Accessories, Madison	\$5,737.00

Weir requested approval for the purchase of the lowest bid.

Motion/Second(Stoddard/Richter) to approve the purchase requests from the Modern Rental. Voice vote, 4 ayes, 1 no (Peters). Motion carried

MONTHLY VOUCHERS

Vouchers were presented:

Justice Center - \$68,377.32
Maintenance – \$9,676.17
Parks – \$10,294.01
Purchasing – \$23,037.34

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

MAINTENANCE REPORT

The Report was submitted to the Committee.

- Monthly activities – The report was sent to the Committee.
- Dumpsters at Park: Weir is requesting that next year 2 yard dumpsters be put into the parks. The cost would be about \$190/month. Peters stated that he recommends garbage cans with dumpsters that are locked and that Maintenance employees have to empty the cans. This will

be brought back in the Spring.

- City of Green Lake Emergency Siren & Sentential Clock: Discussion was held on the cost to run the electricity in the building to run the clock. The monthly cost for the electricity in the old courthouse is approximately \$900/month.

PARKS & RECREATION

Boat launch, Parking and County Issues/Concerns – Mark Putzke

Putzke sent letters of citizens' complaints from those who had concerns regarding the county parks. Discussion was held. Most of the complaints related to parking. Peters stated that it was the decision of the Highway Committee to put the parking signs up because of the detour. Richter asked Weir to give a recommendation for next year.

Mascoutin Trail Re-route:

Weir stated that the arrows have been installed to make sure that no one goes on to the old part of the trail. Maintenance staff put in gravel along the trail by the feed mill. The trail is complete from County Road F to Highway 49. Weir explained how he would like to change the configuration of the parking lot area from State Street to 49 to increase the size. The trail will be moved as far north to separate the parking lot from the path.

Lauree Renaud wanted to say thank you to Weir. He did a great job for them and she is very appreciative. She showed a map of the bike trail. Greenway raised the money for the gravel. She estimates a 500% increase in traffic on that trail.

Strategic Plan: Weir has been working with Jason Kauffeld on the plan. This will be discussed later this fall.

CLERKS REPORT

Related to Agenda Items

CLOSED SESSION: None

COMMITTEE DISCUSSION

Future Meeting Date: Regular Meeting: October 4th, 2011 at 4:30 pm.

Future Agenda items:

ADJOURNMENT

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

Submitted by,

Marge Bostelmann
County Clerk