

**PROPERTY AND INSURANCE COMMITTEE**

**April 1, 2008**

The meeting of the Property and Insurance Committee was called to order by Vice-Chair Mike Stoddard on Tuesday April 1, 2008 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: Mike Stoddard  
Orrin Helmer  
Gene Thom  
Gus Mueller

Absent: John Brennan

Also Present:

Marge Bostelmann, County Clerk  
John Selsing, Corporation Counsel  
John Simpson, Contract Maintenance Supervisor  
Mark Podoll, Sheriff  
Lori Evans, Administrative Assistant  
Eric Lawson and Paul Brummund of Potter Lawson  
Linda Van Ness, HHS Director  
Winn Collins, DA  
Judge McMonigal

Others Present: Joy Waterbury

**AGENDA**

*Motion/second (Helmer/Thom)* to approve the agenda. Motion carried.

**MINUTES**

*Motion/second (Helmer/Thom)* to approve the minutes of March 4, 2008 with the correction of strike “the” on the second page. Motion carried.

**Open Bids**

Replace hot water coil:	Brewer	\$5542
	Gartman	\$4964
Install anti-freeze:	Brewer	\$3230
	Gartman	\$3235

Block heater for emergency generator: Inland Diesel Group: \$940 – sole vendor

*Motion/second(Helmer/Thom)* to approve Gartman doing both the coil and the anti-freeze. Motion carried.

*Motion/second(Thom/Helmer)* to approve the purchase of the heater from Inland Diesel group. Motion carried.

**CORRESPONDENCE** None

**APPEARANCES** None

**PUBLIC COMMENT** None

**DISCUSSION ON LONG RANGE PLAN**

**Paul Brummund and Eric Lawson of Potter Lawson** explained that Kurt Berner was not able to attend the meeting tonight. Brummund and Berner have met with the Sheriff, Judge, HHS Director, Child Support Administrator, Clerk of Courts, and District Attorney. Notes from the meetings were sent out.

Brummund explained that the common theme was to have a central entrance for the facility. Discussion was held on having a canopy over the entrance so that anyone handicapped could be dropped off on dry pavement. Meetings will continue until a final plan is ready to be presented.

Van Ness stated that they met for about 3 hours and discussed shared space and the two floors layout. She stated that it was a good meeting.

Mark Podoll stated that the meetings have been very proactive.

Judge McMonigal stated that he is waiting to see a revised design.

Discussion was held on the mechanical system to be used. Gene Thom will work with Potter Lawson on these issues.

Discussion was held on a time table. The County Board does not meet in July. Helmer asked if the design could be presented in June. Lawson stated that would be a very fast schedule and would prefer that the plan be presented in August.

**RENTAL OF COUNTY A PROPERTY**

Sales sent a letter requesting to rent the County A property. Eric Lawson stated that soil borings will be taken some time this summer. Bostelmann will contact Sales and notify him about the soil borings. She will also ask when he will be planting.

***Motion/second(Thom/Helmer)*** to approve renting the property with notification of the soil borings. Motion carried.

**USE OF COUNTY PROPERTY**

Coroner's Field Training County Property: The State Coroners' Association will have their annual meeting in Green Lake from June 2 to 5. Bill Smith has requested permission to place dead animals on the County A property for an all day field exercise.

***Motion/second(Thom/Stoddard)*** to give preliminary approval to use of the property pending discussion with Sales, determination of the amount of property to be used, when the animals will be put out and location of the animals and suggest an alternate site. Motion carried.

Green Lake Area chamber of Commerce – Summer Solstice and Golden Harvest Days: The Chamber is requesting use of the County Grounds again this year.

***Motion/second(Thom/Helmer)*** to approve the use of the grounds as requested for Summer Solstice and Golden Days pending the approval of the Highway Committee for Golden Days request. Motion carried.

Green Lake County 4-H Horse Project: Permission was requested to use the horse arena from June to September and the use of the highway grounds for the dog obedience classes from April to August.

*Motion/second(Helmer/Thom)* to approve the request pending the approval of the Highway Committee. Motion carried.

**RESOLUTIONS/ORDINANCES** None

**PURCHASE REQUESTS**

**Land Conservation**

Truck recommended Bob Fish, Pontiac, Buic, Isuzu, GMC, Inc	GMC Canyon	\$21047.00 –
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**HHS**

Modular Workstation	Scharpf's Burbricks	\$3327 – recommended \$4231
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**Sheriff's Office**

Squad Kennel recommended	Ray Allen	\$667.35 –
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Activedogs.com	\$626.45
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Sofa for Soft Interview Room

Farrell's	\$798.00
Goodrich	\$1195.00
WGR	\$568.99 –

recommended

*Motion/second(Thom/Helmer)* to approve the purchases as requested and recommended by the Governing Committee including the sofa for the interview room in the Sheriff's Office. Motion carried.

**MONTHLY VOUCHERS**

Vouchers were presented for Maintenance in the amount of \$22,469.80 and for Purchasing in the amount of \$9,441.62

*Motion/second(Helmer/Thom)* to approve the Maintenance and Purchasing vouchers. Motion carried.

**MAINTENANCE REPORT**

The report was sent out to the Committee.

Simpson requested permission for all four employees to attend training in Green Bay on hard floor care. Discussion was held.

*Motion/second(Thom/Helmer)* to approve the training in Green Bay for Mike Timm, Paul

Wagner and Kathy Doro. Motion carried.

**CLERKS REPORT**

The Clerks Report was sent out to the Committee addressing agenda items.

**COMMITTEE DISCUSSION**

Selsing stated that he reviewed the contract from Potter Lawson and the Samuel's Group. He requested changes by Potter Lawson which were made. He approved both contracts with the revisions.

**Next meeting dates:** Regular meeting on Tuesday, May 6, 2008 at 4:30.

**Agenda Items:** Election of officers

**ADJOURNMENT**

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

Submitted by,



Marge Bostelmann

County Clerk