

PROPERTY AND INSURANCE COMMITTEE

December 4, 2007

The meeting of the Property and Insurance Committee was called to order by Chair John Brennan on December 4, 2007 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: John Brennan
Mike Stoddard
Orrin Helmer
Gene Thom
Gus Mueller

Also Present:
Marge Bostelmann, County Clerk
John Selsing, Corporation Counsel
John Simpson, Contract Maintenance Supervisor
Mark Podoll, Sheriff
Winn Collins, District Attorney

AGENDA

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

MINUTES

Motion/second (Helmer/Mueller) to approve the minutes of November 6, 2007. Motion carried.

CORRESPONDENCE None

APPEARANCES None

PUBLIC COMMENT None

Mark Podoll presented a letter praising the cooperation by the interim Maintenance Supervisor, John Simpson, Clerk Bostelmann, Deb Sweeney of IT, Emergency Management Director, Gary Podoll, Ron Harke of Harkcom, employee Dave from Ripon Electric and Sheriff Managers to solve the crisis when the emergency generator in the safety building went down. He also thanked Magnum Products who provided a back-up generator that was available until the main generator was repaired.

LONG RANGE PLAN

Discussion and Action on Future Long Range Plan: No action.

USE OF COUNTY PROPERTY None

RESOLUTIONS/ORDINANCES None

PURCHASE REQUESTS

HHS

2 drawer pedestal file	Scharpf's	\$1784.06 – sole provider
Work Stations	Scharpf's	\$3,497.00 – sole provider
IT		
Dell 24" monitor	Dell	\$656.03 – state bid
Land Use Planning & Zoning		
Magnetic Locator	Valley Instruments Supply	\$720.00 – recommended
	Forestry Supply	\$735.00

Motion/second(Stoddard/Mueller) to approve the purchase requests in accordance with governing committee recommendation. Motion carried.

VOUCHERS

Vouchers were presented for Maintenance in the amount of \$13,053.32 and for Purchasing in the amount of \$11,910.45.

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

MAINTENANCE REPORT

The monthly maintenance report of activities was sent to the Committee.

Simpson explained that he is working to get heat to the DA's office and County Boardroom.

Simpson sent the committee a proposed maintenance shift schedule. He explained the advantages of the shift change. Discussion was held. Selsing asked Simpson to get input from the employees. Information will be brought back to the committee next week at the 4:00 pm special meeting.

Motion/second(Helmer/Mueller) to send the proposed schedule in the Personnel Committee packet requesting from the union a 90 day trial period on the hours of the shifts. Motion carried.

CLERKS REPORT -No report

CLOSED SESSION

Move into closed session per ss. 19.85 (1)(g) for employee evaluations.

Motion/second(Thom/Mueller) to go into closed session per ss 19.85(1)(g) for Interviews for Maintenance Custodian. Roll call vote, 5 ayes and 0 nays, motion carried.

RESUME OPEN SESSION

Motion/second(Mueller/Thom) to resume open session. Roll call vote, 5 ayes and 0 nays, motion carried

ANNOUNCE FINDINGS OF CLOSED SESSION

That the position of Maintenance helper/custodian will be offered to Shirley Davis with a 15 day trial.

COMMITTEE DISCUSSION

Next meeting dates: Special meeting at 4:00 pm. Regular meeting on Thursday January 3rd at 4:30.

Agenda Items:

ADJOURNMENT

Motion/second(Stoddard/Mueller) to adjourn at 6:15 p.m. Motion carried.

Submitted by,



Marge Bostelmann
County Clerk