

**PROPERTY AND INSURANCE COMMITTEE**  
**February 1, 2005**

The meeting of the Property and Insurance Committee was called to order by Chairman Bernie Kasierski on February 1, 2004 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  
                Dan Sondalle, Assistant Corporation Counsel  
                Dave Mendleski, Maintenance Supervisor  
                Mike Handel, Sheriff  
                Lori Evans, Sheriff's Office  
                Carla Heiman, Ag Agent

**AGENDA**

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

**MINUTES**

*Motion/second(Helmer/Thom)* to adopt the minutes of January 4<sup>th</sup> as presented. Motion carried.

**CORRESPONDENCE**

A letter was received form Bill Hutchison regarding placing a copier in the lobby by the Treasurer's office for all to use. The committee requested cost of the cabling before making a decision..

Bostelmann notified the Committee that a check was received in the amount of \$20.00 as incentive money from Alliant for the purchase of ballasts and bulbs.

**APPEARANCES**

Carla Heiman, Ag. Agent – Rain Garden: Heiman introduced herself and stated that she and employees of Land Conservation would like to install a rain garden on the east side of the courthouse. The purpose is to have this garden as an example of how water quality can be improved and what a rain garden is and how it is maintained. Tom Eddy from the Green Lake High School would also be willing to help with the project. Kasierski suggested that LCD present a more specific plan with proposed types of plants next month.

**TRAINING**

Kasierski requested permission to attend training for horticulture training. The sessions were

held on the Fond du Lac campus and registration was \$15.00 and \$18.00 for the two classes.  
**Motion/second(Stoddard/Mueller)** to approve per diem, mileage and registrations costs for Kasierski to attend the trainings. Motion carried.

**BLACKTOPPING OF HIGHWAY GROUNDS**

Last year it was discussed that if any funds were left over at the end of the year those funds could be used to blacktop the highway grounds. Mendleski stated that the Maintenance Budget has very little funds left at the end of the year. This will be discussed during the next budget cycle.

**CARRYOVERS**

The carryovers were presented for the Maintenance departments. Discussion was held.  
**Motion/second(Helmer/Stoddard)** to approve carryover of the Maintenance budget. Motion carried.

The carryovers were presented for the Purchasing departments. Discussion was held.  
**Motion/second(Thom/Stoddard)** to approve the carryover for purchasing. Motion carried

**PURCHASE REQUESTS**

**Law Enforcement**

Video Conferencing	Inacom	\$30,649.96 State Bid
ISDN line		\$312/ per month

**Highway Dept**

2005 ¾ ton Full Crew Cab	Bergstrom	\$27,083.00 – recommended
	Baird	\$32,860.00
	Ripon Ford	\$27,289.00

Thom suggested that Highway look to see if these trucks are available on State Bid.

Utility Type Tractor and side flail, rear flail mowers

Serwe’s Implement	\$54,786 – recommended
Ballweg Implement	\$54,925

**IT Department**

2 Servers	Micron	\$12,748.00 – recommended
	Dell	\$13,987.32

APC UPS	Sapphire Systems	\$2,228.00
	Tech Depot	\$2,107.56 – recommended

Sony Digital Camera	Sapphire Systems	\$635.00
	Tech Depot	\$573.51 – recommended

IBM portable	IBM	\$2,156.00
	Sapphire Systems	\$2,124.00 – recommended

**Land Use Planning**

Document Camera	Tech Depot	\$1,194.31 – recommended
	Sapphire systems	\$1,234.00

*Motion/second(Stoddard/Mueller)* to approve the purchases recommended by the Governing committees. Motion carried.

### **LONG RANGE PLAN FOR COUNTY A PROPERTY**

The committee reviewed the sketch prepared by Kasierski. Discussion was held on the waterway that flows through the property. Kasierski will work with LCD to see if a diagram can be presented to the County Board in February for additional discussion by the Board members.

### **RESOLUTIONS/ORDINANCES**

**Relating to Designation PSAP Eligibility for E911 Grant Funding** – Gary Podoll sent a letter to explain the resolution.

*Motion/second(Helmer/Thom)* to approve the resolution and send it on to the February County Board. Motion carried. Send Gary's letter with the resolution.

### **Emergency Fire Wardens 2005**

*Motion/second(Stoddard/Mueller)* to approve the resolution and send it on to the County Board. Motion carried.

**USE OF COUNTY PROPERTY** No Requests.

### **VOUCHERS**

Vouchers were presented for \$ 11,171.33 for the purchasing department and \$17,993.56 for the maintenance.

*Motion/second(Helmer/Stoddard)* to approve the vouchers as presented. Motion carried.

### **MAINTENANCE REPORT**

**Grounding Study:** The quote from Alliant for the grounding study was presented. The Quote is \$5,800.00 for the study. This will be discussed again next month.

**UW Extension:** Wagner and Timm painted the Ag Agent's, office.

**Lighting Change:** Maintenance changed the lighting in the file area at the HHS building. They couldn't see after the new filing system was installed.

**Fire Alarm Problems:** During the real cold spell, the fire alarm system in the courthouse kept going off. The company came in and they could not find anything wrong. It warmed up and everything cleared up.

**Ice and Snow Removal:** The staff has been very busy with the ice and snow removal.

**Safety Building Boiler:** The three check valves have been installed on the boilers in the safety building. This will help the boilers from short-circuiting.

**Storage for Clerk of Court** The maintenance crew has been working on the secure storage area on the third floor. Mendleski would like to include an additional area for the DA's storage in the secure area. The Committee directed Mendleski to throw away all broken items and items that of no value. The remaining items in good condition can be sold.

***Motion/second(Thom/Mueller)*** to finish the storage cages for the Clerk of Courts and District attorney and throw away broken items on the third floor.

**Defibrulators:** Mendleski stated that the Oberreich Foundation donated two Zoll AED units to the County. One unit will be kept in the jail and the second unit will be kept in the large Courtroom.

## **CLERKS REPORT**

### **Workers Compensation**

Bostelmann provided a letter relating to the 2003 Workers Compensation program. The loss ratio was 166%.

### **CenturyTel:**

Jeff Bates from CenturyTel came to see Bostelmann a few weeks ago. He pointed out that our contract with CenturyTel expired two years ago and our rate will increase to \$17.25 per line from \$8.32. He will be coming on March 1<sup>st</sup> P&I Committee meeting, by then he will have all the information to address the Committee.

### **Voice Mail**

Bostelmann signed the contract for voice mail as directed by the Committee last month. Voice Mail should be installed by the end of March.

## **COMMITTEE DISCUSSION**

**Next meeting date:** March 1, 2005 at 6:00. – CenturyTel Representative, Long Range Plan, Rain Garden, Grounding Study.

## **ADJOURNMENT**

***Motion/second(Stoddard/Mueller)*** to adjourn at 7:50 PM. Motion carried.

Submitted by,

Marge Bostelmann  
Secretary