

PROPERTY AND INSURANCE COMMITTEE

February 6, 2007

The meeting of the Property and Insurance Committee was called to order by Chair John Brennan on February 6, 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
 Gene Thom
 Orrin Helmer
 Gus Mueller
 Mike Stoddard

Also Present:

 Marge Bostelmann, County Clerk
 Dan Sondalle, Assistant Corporation Counsel
 Dave Mendleski, Maintenance
 Sheriff Mark Podoll

Sid Samuel, Curt Berner and Curt Schleicher from the Samuels Group; Paul Brummund, and Eric Lawson from Potter & Lawson; Susan Byrnes, District Court Administrator, and Nancy Thelen, State Jail Inspector, Bradley Viegut, RW Baird.

County Board Supervisors: Vern Ammentorp, Dan Priske, Joanne Guden, Elden Dallman, Bob Krause, Susan McConnell, Dennis Galatowitsch,

AGENDA

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

PUBLIC COMMENTS

Art Hartwig spoke about the proposal by Potter Lawson. He stated that the most critical space and security needs of HHS is being ignored. He also stated that the space increase was a request not necessary by departments.

Dick Mueller Town of Green Lake, he is anticipating what is going to happen tonight and he hopes that RW Baird is not going to extend the loan more than 40 years. He also hopes that the County A property has been dismissed by the board and that the Board will look at the downtown site. He also stated that the Potter Lawson design is bad.

Wyndham Gary, Town of Green Lake stated that this proposal is ridiculous and that anyone who votes for this will be recalled or be voted down

Joe Parise, Mayor of the City of Green Lake, stated that the City of Green Lake has a big stake in this because of the County owns 60 acres of property which is not taxable. He stated that he is concerned with cost overruns on this project. He stated his concern for the downtown if the County offices move out, the businesses are dependent on the County offices downtown.

Sandy Zwick, Bell Mapps, she agrees with everyone that has spoken so far, and she thanks Maureen Martin for her review of the space needs project. She agrees the proposal is a wish list by County employees.

Phil Anastasi new resident in the Town of Marquette stated the County Supervisors have not given a convincing argument for the project. He also stated that the supervisors do not look at the people who are talking. He loves the City of Green Lake and believes the downtown will die if the Courthouse is relocated. He believes County supervisors need to be aware of the needs of the City of Green Lake..

MINUTES

Motion/second (Stoddard/Mueller) to approve the minutes of January 4, 2007 correcting the spelling of John Brennan's name. Motion carried.

CORRESPONDENCE None

APPEARANCES

Long Range Plan:

Potter Lawson and Samuels Group: Eric Lawson appeared and presented a comparison of all options discussed. Curt Berner appeared to give cost information relating to staffing. Lawson and Berner presented an option of reduced square footage for the County A site which would bring the cost down to \$20,732,300. Lawson addressed the departmental space requests as questioned by the public comments and sound off letters.

Curt Berner stated that he was not aware of the long history of this project when the Samuel Group came on board. He stated that Tom Jones has been approached by both sides of the fence. He stated that the Samuels Group and Potter Lawson do not have a bias toward the site. They have been asked by the County to present option and cost comparison. They are not taking sides. He complemented Potter Lawson on the options that have been presented. Berner presented his opinion that the Justice Center should be moved to the County A site and the HHS department should move into the safety building after it is vacated.

Susan Byrnes, District Court Administrator for Judge Storck: The district Judge has the responsibility under the Supreme Court to be involved in any construction relating to court facilities. The Chief Judge shall review every court facility modification and give his approval. They are unbiased as to the location; their responsibility is to oversee the faculties. With regard to any facility, the court system is built for the duration of the building. It is likely that Green Lake County will have two judges in the future within the life of the building. Byrnes addressed "judge need" and explained how the calculations are determined.

Nancy Thelen, Office of Detention Facilities: She works with the architect on the jail portion of the building plans. She explained that there is not a "cookie cutter" approach with jails. Thelen addressed the question of excessive number of toilets and she believes that the proposal was well within the norm.

RW Baird, Brad Viegut, Financing Department of Baird's: He presented financing goals, approach and procedure. He discussed long term versus short term financing. He explained borrowing options and using future earnings to reduce borrowing costs. He recommends a multi-fund approach to the borrowing to utilize the costs of the borrowing. Viegut addressed questions relating to financing and maximizing funding. He stated that a \$28,000,000 to \$30,000,000 project could be funded by the sales tax.

5 minutes recess 6:20 to 6:25.

AIR QUALITY SAFETY BUILDING

Podoll and Mendleski met with the Bill Freeman from EMC; and Ashley Rondorf and Chris Hintz from Green Lake County Health Department to discuss the air quality in the dispatch center and jail office. They looked at air flow and found that to be okay. They are recommending that the carpet be removed in April when the E911 system is upgraded and new flooring be put down. Until then they will be using a special vacuum cleaner. Estimates for new flooring will be brought back to the committee to determine if bids are needed.

REPLACE SEWER LINES FAIR GROUNDS

A letter from Kunkel Engineering was presented outlining a plan to upgrade the sewer main through the County Fair Grounds. Kunkel Engineering will be asked to attend the next P&I meeting in March.

HANDICAPPED PARKING SIGN ON HILL STREET

Podoll has discussed the signs with the City of Green Lake Podoll has received approval to put up the signs and the signs have been ordered.

SECURITY BUTTON SYSTEM AT HHS BUILDING

Podoll reported that he met with HHS management and they recommend that 15 security buttons be installed in the HHS building. Invitational bids will be requested.

Motion/second(Helmer/Mueller) to authorize the Maintenance Department to proceed with the bid requests and open the bids at the next meeting. Motion carried.

SHOP I NEW OVER HEAD DOORS

Drawings were presented to install 5 additional doors at the Highway Shop I. Discussion was held. Specifications for the projects were discussed. Highway personnel will need to meet with the city building inspector and determine what is required before bids are obtained.

Motion/second(Thom/Mueller) to move forward with the project and have Highway personnel meet with the City of Green Lake building administrator to determine city requirements. Motion carried.

PURCHASE REQUESTS

Sheriff's Office

| | | |
|-----------------------------------|---------------------|----------------------------|
| Laptop for Layered Voice Analysis | Circuit City | \$949.99 – recommended |
| | Best Buy | \$999.99 |
| 6 Tasers | Ray O'Herron | \$799.95 ea. – recommended |
| | Taser International | \$799.95 (plus shipping) |

Motion/second(Stoddard/Thom) to approve the purchases requests as approved and recommended by the Governing Committee. Motion carried.

USE OF COUNTY PROPERTY – No requests.

RESOLUTIONS/ORDINANCES None

VOUCHERS

Vouchers were presented for Maintenance in the amount of \$15,010.51 and for the Purchasing in the amount of \$39,465.76.

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

OPEN BIDS: 7 PM

Electrical Upgrade Highway Shop I: Pulvermacher Enterprises: \$3550.00
additional options were available. 625.00 for commercial panel.
\$4175.00 total

Ripon Electric: \$5205.00
Hietpas \$8920.00
Electrical Contracting Serv \$4465.00

Power and light rebate \$480.

Motion/second(Stoddard/Thom) to approve the bid from Pulvermacher pending verification of specification by Corporation Counsel Motion carried.

Clean Air Conveyance System in Safety Building: John’s Custom Clean \$9440.

Motion/second(Stoddard/Thom) to approve the bid pending corporation Counsel’s verification of specification. Motion carried.

Mendleski stated that the cleaning at the Sheriff’s office should wait until after the dispatch wires are moved and the carpet is removed.

Replace Doors at Highway Shop I: One bid from Lake Side Custom homes \$2360.00

Motion/second(Thom/Stoddard) to approve the bid pending Corporation Counsel’s verification of specifications. Motion carried.

MAINTENANCE REPORT

Carryover Funds: The Committee reviewed the carryover requests.

Motion/second(Stoddard/Mueller) to approve the carryover requests from the maintenance department and purchasing department and send the request on to the Finance Committee. Motion carried.

3rd Floor Damper System: The new damper control panels had to be replaced. The new ones went out the day after the last meeting.

Carpet at Highway: Kathy Doro cleaned the carpet at the Highway shop I when Bob Podgorski was gone on vacation..

Sheriff’s Office Heating Problems: There was a minor heating problem at the Sheriff’s Office. I had to get a

new control.

HHS Heating problems: Linda Van Ness wants all new stats to control the heating in individual zones like her office and the Computer room. Mendleski will find out the cost to upgrade.

Safety Glass at HHS: The safety glass has been put in to the receptionist's area at the HHS building. The glass is shatter proof, but not bullet proof.

CLERKS REPORT

Carp Barrier: :I received a letter from Charlie Marks relating to the new permit for the new carp barrier.

515 Gold Street: I notified Shirley Anderson that we will no longer need her services to clean at 515 Gold Street.

CLOSED SESSION

Move into closed session per ss. 19.85 (1)(c) to review employee evaluations.

Motion/second(Stoddard/Mueller) to go into closed session per ss 19.85(1)(b)(c) to evaluate Mendleski. Roll call vote, 5 ayes and 0 nays, motion carried.

OPEN SESSION

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

Motion/second(Helmer/Stoddard) to accept the evaluation of Mendleski and send it on to the Personnel Committee.

COMMITTEE DISCUSSION

Next meeting dates: Regular meeting on March 6, 2007 at 4:30 PM

Future Agenda Items: Highway door bids, Sewer through Fair grounds, Communication center cost of clean-up, Individual heating zones for HHS building.

ADJOURNMENT

Motion/second(Stoddard/Mueller) to adjourn at 8:02 PM. Motion carried.

Submitted by,

Marge Bostelmann
County Clerk