

**PROPERTY AND INSURANCE COMMITTEE**  
**January 4, 2011**

The meeting of the Property and Insurance Committee was called to order by Gene Thom on Tuesday, January 4, 2011 at 4:30 PM in the Green Lake County Board Room, Green Lake County Courthouse, 492 Hill Street, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Gene Thom  
Mike Stoddard  
Joanne Guden  
Dave Richter  
Rick Perr

Also Present:

Marge Bostelmann County Clerk	Dave Barrow, Samuel's Group
Jeff Haase, Assistant Corporation Counsel	Kelly Sampson, Samuel's Group
Dan Priske, Board Chair	Curt Schleicher, Samuels Group
Scott Weir, Maintenance Supervisor	Kurt Berner, Samuel's Group
Linda Van Ness, HHS Director	David Brooks and Rob Hargrave
Sheriff Mark Podoll	
Dean Slark, UWEX	

**AGENDA**

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

**MINUTES**

*Motion/second (Richter/Guden)* to approve the minutes of December 7, 2010. Motion carried.

**CORRESPONDENCE** – None

**PUBLIC COMMENT**

Linda Van Ness appeared to explain that the dog at HHS had some health issues and will not be able to be a service dog. The dog will remain a therapy dog for HHS.

**APPEARANCES** – None

**LONG RANGE PLAN DISCUSSION**

**County A Addition Update:** Schleicher gave the report on the addition. Progress is moving along very well.

**Budget Adjustments:** None

**Future of Current Courthouse Building:** Bostelmann expects a proposal to be made in March.

**Court Facility Outstanding Issues:** Dave Barrows appeared to discuss court facilities

modifications as discussed with Judge McMonigal. Kelly Sampson explained several furniture items requested by Judge McMonigal. Kurt Berner explained that 4 items on the list are design issues that he will be addressing with the architect and engineers. They are:

- Add a single gang duplex receptacle at the courtroom side of the clerk of courts station to provide power adjacent to the AV jacks that are installed- \$257.86 includes material and labor to install in both courtrooms.
- Add material and equipment to enable video conferencing capabilities in the jail area per Dascoms proposal- \$5,886.00 includes material and labor to install however I have a local company reviewing and pricing this item.
- Add a notification system in the holding area between the courtrooms to notify the bailiff to pick up the handset and speak to the Judge- \$2,014 includes material and labor.
- Add a wall plate for a camera signal in the back of the courtroom near the media room. This camera feed will split and be distributed to a media plate in the media room. The media plate will have five BNC connectors. The media room media plate will also have five XLR audio connectors- \$3,665.00 includes material and labor.

He also stated that the remaining items on the list are because the department head was not involved in the design by choice and is now picking apart the facility. Discussion was held.

The Committee reviewed the list presented by Barrows.

***Motion/second(Guden/Richter)*** to approve the following modifications:

- Add 2 rolling pull pre-finished shelves at the clerk of courts printer cabinet in each courtroom Cost \$300.
- Add 2 work station countertops pre-finished to match existing tops at the court reporters stations, 1 in each courtroom- \$900.00
- Add 8 countertop supports, 2 at each judge's bench and 2 at each clerk of courts countertop to provide added support- Discher millwork will provide and Samuels Group will install at no extra cost.
- Replace the attorney mic bases with mic bases that can be muted. The courts does have some of these however if they need more they will cost \$70.00/base installed.
- Add a mic at table #3 in each courtroom- Courts will provide a mic and Samuels Group will add a grommet at each table- no charge

Motion carried.

### **CONSTRUCTION OF A MULTI-USE PATH ON COMMERCIAL AVE. – DON NEITZEL**

Don Neitzel, Kunkel Engineering appeared with a drawing for a multi-use path that would connect to the County Property. Discussion was held on the length of the path and the construction. Schleicher would like a copy to see how it will connect to the trail. The committee agreed with the concept and requested Neitzel will bring back a cost.

### **SALE PRICE FOR CHILLER TO BE PURCHASED BY THE GREEN LAKE SCHOOL DISTRICT:**

Weir present his findings for the cost of the chiller. He recommended \$2000 and the school would be responsible to remove it.

*Motion/second(Stoddard/Richter)* to approve the sale of the chiller to the Green Lake School district for \$2000. Motion carried.

**USE OF COUNTY PROPERTY** - None

**UPDATE RADIO TOWER PROJECT**

Podoll stated all towers are up and wires are up. Testing will be done in February.

**UPDATE EIC 25X25**

The final grant request was submitted. Bostelmann received a verbal approval from Brian Driscoll for the final request for the grant. The County/School match was met thanks to some engineering costs incurred by the school..

**SALE OF COUNTY SQUAD CARS**

Podoll would like to sell 2 squad cars at auction.

*Motion/second(Stoddard/Guden)* to approve the sale by auction. Motion carried.

**RESOLUTIONS/ORDINANCES**

**PURCHASE REQUESTS:**

**Green Lake County Fair**                      Green Lake County Highway Department     \$2,500.

Gravel (for fill)

*Motion/second (Guden/Perr)* to approve the purchase request as recommended by the governing committee. All ayes. Motion carried.

**MONTHLY VOUCHERS**

Vouchers were presented:

2010: Purchasing – 10,535.97; Maintenance – 28,336.39; Parks – 20,952.02;

Radio Tower – 88,311.40; Justice Center – 623,304.56

2011: Purchasing – 301,968.50; Parks – 23,099.47

*Motion/second (Stoddard/Guden)* to approve the vouchers for 2010 and 2011. All ayes.

Motion carried.

**MAINTENANCE REPORT**

The Report was submitted to the Committee.

**PARKS & RECREATION**

Mascoutin Trail Re-Route: Done except for seeding and small section of gravel. The board walk is complete.

**Aurora Coating Property Line:**

Dave Brooks and Rob Hargrave appeared on behalf Aurora Coating and the snowmobile club. A certified survey of the Aurora property has resulted on a fence encroaching on the trail property. Brooks offered a land trade to solve the problem. Bostelmann will contact Chris Halbur to find

out if this is possible and how it can be accomplished.

**CLERKS REPORT**

Clerk's report was sent to the committee and addressed agenda items.

Phone Traffic Study Detail – Only 1 PRI will be needed when all departments are in the new building saving \$800/month.

**COMMITTEE DISCUSSION** – None

**CLOSED SESSION** – None

**Future Meeting Date:** February 1, 2011 at 4:30 pm.

**Future Agenda items:**

**ADJOURNMENT**

*Motion/second (Stoddard/Perr)* to adjourn at 6:05 p.m. All ayes. Motion carried.

Submitted by,

Marge Bostelmann  
County Clerk