

## PROPERTY AND INSURANCE COMMITTEE

July 25, 2006

The meeting of the Property and Insurance Committee was called to order by Chair John Brennan on July 25, 2006 at 4:30 PM in the County Boardroom, Green Lake County Courthouse, Green Lake County, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: John Brennan  
Orrin Helmer  
Gene Thom  
Gus Mueller  
Mike Stoddard

Others Present:

Marge Bostelmann, County Clerk  
Dan Sondalle, Assistant Corporation Counsel  
Paul Brummund, Potter Lawson  
Eric Lawson, Potter Lawson  
Kevin Anderson, Potter Lawson  
Tom Jones, The Samuels Group  
Joy Waterbury

### **AGENDA**

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

**PUBLIC COMMENT – 3 minutes** None

### **POTTER LAWSON – DISCUSSION OF SCOPE OF WORK AND FEE STRUCTURE**

Eric Lawson gave an update of the project. The program has been distributed to departments and comments will be looked at. He stated that the focus of the meeting today will be on the building site. Concerns to discuss are entry point(s), entry orientation, phase 1 stacking (two story) vehicular access, and phase 2 & 3.

Paul Brummund discussed the city utilities and how they will be brought to the site. The land contour and run off was discussed. The hill will be shaved to allow greater road visibility.

Proposed site options were presented. Supervisors preferred the 2 story concept for the HHS and county offices/land use building. They also preferred road access on CTH A rather than Division Street, the proposed city street from the west.

### **PROJECT MANAGER**

Bostelmann presented information from other counties on their use of project/construction managers. The Committee would like to have a Project/Construction Manager. Eric Lawson explained the concept of construction manager. Tom Jones also gave information about Construction Managers. "RFP" will be put on the agenda for August 1<sup>st</sup>. Jones stated that he could furnish Bostelmann with a sample RFP.

### **CLOSED SESSION**

Move into closed session per ss. 19.85 (1)(e) conferring with legal counsel to discuss negotiations relating

to Valley Trails Landfill contract.

*Motion/second(Thom/Mueller)* to go into closed session per ss 19.85(1)(e) conferring with legal to discuss negotiations for the Valley Trails Landfill contract. Roll call vote, 5 ayes and 0 nays, motion carried.

**OPEN SESSION**

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

The Committee discussed the Valley Trails Landfill contract with Attorney Rick Lewendowski via conference call.

**COMMITTEE DISCUSSION**

Future Meeting dates: August 1<sup>st</sup> at 6 p.m. RFP for Construction Manager; Closed session for negotiations of Valley Trails Landfill contract.

**ADJOURNMENT**

*Motion/second (Stoddard/Mueller)* to adjourn at 6:45 PM. Motion carried.

Submitted by,

Marge Bostelmann  
County Clerk