

**PROPERTY AND INSURANCE COMMITTEE**  
**May 2, 2006**

The meeting of the Property and Insurance Committee was called to order by Vice – Chair Orrin Helmer on May 2, 2006 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:           Orrin Helmer  
                      John Brennan  
                      Gene Thom  
                      Gus Mueller  
                      Mike Stoddard

Others Present:  
                  Marge Bostelmann, County Clerk  
                  Dan Sondalle, Assistant Corporation Counsel  
                  Gary Podoll, Emergency Management Director  
                  Laura Polcyn, Communication’s Director  
                  Sheriff Mike Handel

**AGENDA**

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

**ELECTION OF OFFICERS**

*Motion/second (Thom Stoddard)* to nominate John Brennan for Chair.  
*Motion/second (Mueller/Thom)* to close nomination and cast a unanimous ballot for John Brennan.  
Motion carried.  
*Motion/second (Stoddard/Mueller)* to nominate Orrin Helmer for Vice-Chair.  
*Motion/second (Thom/Mueller)* to close nomination and cast a unanimous ballot for Orrin Helmer.  
Motion carried.

**PUBLIC COMMENTS** None

**MINUTES**

*Motion/second (Thom/Mueller)* to approve the minutes of April 4, 2006 and April 17, 2006. Motion carried.

**APPEARANCES**

Gary Podoll – Wireless 911: Podoll explained the grant request for wireless 911. Total cost is \$293,531.19. Grant funding for \$188,711.11 has been awarded. The balance for the County is \$94,752.43. The county will pay the total cost up front and then be reimbursed from the state.

*Motion/second (Helmer/Mueller)* to recommend approve of the resolution for the 911 wireless project to the Finance Committee. Motion carried.

**CORRESPONDENCE** None

**FUEL CONSUMPTION BY DEPARTMENTS**

Departments that have vehicles were requested to report the fuel usage for 2006 compared to 2005.

*Motion/second (Thom/Mueller)* to have the Clerk’s office put together a summery of the usage and send it to the County Board.

**LONG RANGE PLAN UPDATE**

Thursday, May 4<sup>th</sup> the committee with other County Board members will be touring the Vernon County Justice Center.

Monday, May 8<sup>th</sup> the committee will meet with Potter Lawson to discuss scope of work, contract and payment schedule.

Brennan attended a WCA meeting and met the Chair from Rock County who spoke highly of Potter Lawson and the projects they have completed in Rock County.

**PHONE SYSTEM UPDATE**

Bostelmann stated that the system is installed and Vicki Bernhagen and Bostelmann are learning how to use the voice mail software program and phone system software program.

**PURCHASE REQUESTS**

**Judicial Law**

Boat	Summerset Marine	\$24,486.00 – recommended
	Drummond Marine	\$31,851.00
	Brunswick Boston Whaler	\$32,916.00

Light bar	Havey Communication	\$1,898.00 – recommended
	Gall’s	\$1,940.00

3 Radar Units	Decatur	\$1,494.08 – recommended
	VLSUSA	\$1,552.95
	Fall’s	\$2,149.00

**Highway**

2007 Ford F250 cab w/ 4WD short box	Ewald	\$26,378.00 – recommended
	Ripon Ford	\$27,493.00
	Sondalle Motors	\$27,796.00

**UWEX**

Canon ImageRunner C3220 Color Digital System	Modern Business	\$11,452.50 – recommended
	Oshkosh Office Supply	\$10,713.00

*Motion/second (Stoddard/Mueller)* to approve the purchases as recommended by the governing

committees. Motion carried.

### **AIR QUALITY IN SHERIFF'S OFFICE**

Mendleski explained the report provided by EMC (Environmental Management Consulting) indicating acceptable limits of Carbon Dioxide and Carbon Monoxide. Laura Polcyn addressed the Committee stating that she contacted Bill Freeman who did the report and asked how the Carbon Dioxide and Carbon Monoxide testing relates to the itchy eyes and runny noses that employees are complaining about. He stated that the testing does not monitor those types of contaminants. Discussion was held.

**Motion/second(Thom/Mueller)** to have additional test done to determine levels of other contaminants as long as the cost is under \$1000. If the cost is over \$1000 it should be brought back to the Committee to discuss next month. Motion carried.

### **USE OF COUNTY PROPERTY** None

### **RESOLUTIONS/ORDINANCES**

Relating to Wireless E911:

**Motion/second (Helmer/Mueller)** to recommend approval of the resolution for the 911 wireless project to the Finance Committee and send to the County Board in June. Motion carried.

### **VOUCHERS**

Vouchers were presented for Purchasing in the amount of \$15,225.81 and for the Maintenance Department in the amount of \$44,033.97

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

### **MAINTENANCE REPORT**

**Highway Shop sewer problems:** The sewer project at Highway Shop I is just about done. We replaced the culvert with plastic pipe so all the salt won't eat it up. Highway Department did the work.

**Spring Cleaning:** Our staff did the spring-cleaning, which includes all the floors.

**Painting:** Under the Judge's new Community Service program and with the help of Undersheriff Mark Trochinski we have been having prisoners paint at night and weekends. They are doing a very good job. Thanks to the Judge and Mark Trochinski.

**Parks:** Paul has been busy in the parks, but is behind because of his mother passing away.

**Master Gardener:** Kathy Doro wants to know if you will pay for her master gardening class because she will use it to take care of the gardening around here (\$100). She would also like to take a building maintenance self study class at a cost of about \$550 for each phase of the class. There are four phases. The gardening class has already started and per the tuition policy approval should be given prior to the class beginning. The maintenance self study class will be put on the agenda for next month. No action was taken.

**Job Classifications:** Mendleski would like to have the Maintenance Repairman position be on call every other weekend to relieve him of constant on call. Mendleski would also like to see Mike Timm reclassified to Maintenance Repairman because he is capable of most of the repairs. Mendleski will present a formal request with the job descriptions next month.

**Summer Shirts:** Mendleski would like to purchase summer uniform work shirts for the staff. The cost will be presented next month.

**CLERKS REPORT** Related to agenda items

**CLOSED SESSION**

Move into closed session per ss. 19.85 (1)(b)(g)(c)(e) conferring with legal counsel to discuss pending litigation/evaluation/employee discipline and negotiations relating to Valley Trails Landfill contract.

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

**OPEN SESSION**

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

**COMMITTEE DISCUSSION**

**Next meeting date:** June 6, 2006 at 6:00 PM.

**Agenda items:** Job Classification upgrades, Employee training, Summer uniform shirts, Air quality in the Sheriff's Dispatch area.

**ADJOURNMENT**

*Motion/second (Stoddard/Helmer)* to adjourn at 7:20 PM. Motion carried.

Submitted by,

Marge Bostelmann  
County Clerk