

PROPERTY AND INSURANCE COMMITTEE

October 2, 2007

The meeting of the Property and Insurance Committee was called to order by Chair John Brennan on October 2, 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.

Committee members met at the Highway Building in Green Lake at 4:00 to inspect the Highway Door project.

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

Also Present:

Marge Bostelmann, County Clerk
John Selsing, Corporation Counsel
John Simpson, Contract Maintenance Supervisor
Mark Podoll, Sheriff
Bob Podgorski, Highway Commissioner

AGENDA

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

MINUTES

Motion/second (Helmer/Stoddard) to approve the minutes of September 4, 2007. Motion carried.

OPEN BIDS: FENCE RADIO TOWER

Security Fence: \$7,237.00
\$370 for highway for brushing.

Motion/second(Helmer/Thom) to accept the bid from Security Fence. Motion carried.

CORRESPONDENCE None

APPEARANCES None

PUBLIC COMMENT None

LONG RANGE PLAN

Discussion and Action on Future Long Range Plan: The Location Committee met yesterday, October 1, 2007 for their second meeting. The Committee was unable to come to a consensus. Discussion was held on the process the Location Committee went through. The Location Committee decided that the

jail should be 100 beds. Hoffman will present findings of the process and ratings of the Committee at the October County Board meeting.

Motion/second(Thom/Mueller) that the Property and Insurance Committee present a resolution for the October meeting of the County Board with the three options from the Location Committee outlining a process to determine the option supported by a majority of County Board Supervisors and that the Samuels Group be hired to evaluate if that project can be constructed for under \$24,000,000. Motion carried.

APPROVAL OF JOB DESCRIPTION FOR CUSTODIAN AND MAINTENANCE REPAIR HELPER

The job descriptions were reviewed and minor changes made

Motion/second(Helmer/Mueller) to approve the job descriptions and send them on to Personnel for approval. Motion carried.

Motion/second(Helmer/Mueller) to recommend that the custodian position be filled in November if the budget will allow the position. Motion carried.

USE OF COUNTY PROPERTY

A request from Dean Slark, 4-H Agent was sent to the Committee to use of the Horse Arena next year, April 26, May 27, July 22 and July 12.

The Green Lake High School would like to use the barns on the Highway grounds on October 5th to make homecoming floats if it rains that day. If the weather is nice the floats are made at the school.

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

RESOLUTIONS/ORDINANCES None

2008 BUDGET

The Maintenance Budget was presented showing the revised capital outlay and capital improvement budget.

County Clerk Insurance budget with the HRA fees added was presented.

Motion/second(Thom/Helmer) to approve the items for the Capital Improvement and Capital outlay in the Maintenance Budget and approve the Insurance budget as adjusted.. Motion carried.

PURCHASE REQUESTS

Highway

A letter was sent from Bob Podgorski stating that the State will not pay 100% of the scales approved last month. The State changed the cost share to 90% state and 10% county. No action required.

Trailer that hauls 12.5 tons	FABCO	\$14,767.00
	Econoline	\$12,512.00 – recommended
	Brooks Tractor	\$14,552.00,

Law Enforcement

6 Squad Video Cameras

Digital Ally
(State bid)

\$ 3995.00 each – recommended
total \$24,175

Motion/second(Stoddard/Mueller) to approve the purchases request in accordance with governing committee recommendation. Motion carried.

APPROVAL OF HIGHWAY SHOP I DOORS

The Committee viewed the work at the Highway garage prior to tonight’s meeting.

Motion/second(Helmer/Stoddard) to approve the doors. Motion carried.

VOUCHERS

Vouchers were presented for Maintenance in the amount of \$17,480.23 and for Purchasing in the amount of \$21,488.76.

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

MAINTENANCE REPORT

The report was sent to the Committee.

Simpson presented the specification for the electrical work needed at the point of entrance to the building and pictures showing the problems. The specifications were reviewed and discussed.

Motion/second(Thom/Mueller) to approve the specification and advertise the request for bids in the official paper. Motion carried.

Simpson explained that the County Clerk’s air conditioner is not working. He received a quote to fix the air handler. The cost is in the 2008 budget. If necessary Brewer will put in the air conditioner in 2007 and accept payment in 2008. This will be bid out and brought back next month.

Motion/second(Thom/Mueller) to approve sending the project out for bid. Motion carried.

CLERKS REPORT

The report was sent to the Committee and explained agenda items as discussed.

COMMITTEE DISCUSSION

Next meeting dates: Regular meeting on November 6, 2007

Agenda Items: Job descriptions for Custodian/mail clerk and purchasing agent.

ADJOURNMENT

Motion/second(Stoddard/Mueller) to adjourn at 6:00 PM. Motion carried.

Submitted by,



Marge Bostelmann
County Clerk