

PROPERTY AND INSURANCE COMMITTEE
October 4, 2005

The meeting of the Property and Insurance Committee was called to order by Chairman Bernie Kasierski on October 4, 2005 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: Bernie Kasierski Absent: Gene Thom
 Gus Mueller
 Orrin Helmer
 Mike Stoddard

Others Present:
 Marge Bostelmann, County Clerk
 Dave Mendleski, Maintenance Supervisor
 Dan Sondalle, Assistant Corporation Counsel
 Dennis Galatowitsch, Supervisor
 Bob Krause, Supervisor
 Dan Priske, Supervisor
 Jeff Cohen, Auditor
 Mike Handel, Sheriff
 Jim Hebbe, Land Conservation
 Laura Polcyn, Communications
 Al Shute, Land Use Planning & Zoning.
 Jeff Hoffman, UWEX

AGENDA

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

APPEARANCES:

Dennis Galatowitsch appeared to explain that he, Bob Krause, Bob Hoffman and Jerry Reetz went to the Berlin trail and measured the distance from the shooting range to the proposed new trail to determine the safety. Jeff Hoffman from UWEX gathered information from the National Riffle Association, the Amateur Trapshooting Association and the National 4-H Council. The distance that was measured is less than the recommended safety measurement from the entities listed.

Kasierski read a letter from Gary Hansen of the DNR recommending that the county **not** accept or commit to any bids until these issues have been addressed.

OPEN BIDS:

Re-route Berlin Recreational Trail: One bid was received from Petraszak Excavating

Motion/second(Mueller/Helmer) not to open the bid and table the bid indefinitely. Motion carried.

MINUTES

Motion/second(Helmer/Mueller) to adopt the minutes of September 6, 2005 with the correction as outlined by Helmer. Motion carried.

LONG RANGE PLAN FOR COUNTY FACILITY

Jeff Cohen, Auditor presented his findings on the cost of housing prisoners in a new jail versus transporting prisoners to neighboring jails. Projections indicated that 2006 cost to house a prisoner in the current jail is \$72.61/day compared to \$48.75/day to house a prisoner in a new jail. Cohen explained that this report is based on an indirect supervision POD design jail. Helmer stated that juvenile costs should be included in the estimate for the new jail, because the new jail will not house juveniles. This report will be corrected and sent to the County Board meeting in October.

Helmer asked if the asbestos report for the Fabriko building has been received. Kasierski stated that the report has been received by the realtor and will be forwarded to the County.

CORRESPONDENCE

Al Shute sent a list of surveying items that are no longer used. Shute requested permission to dispose of the equipment.

Motion/second(Helmer/Mueller) that Shute put the equipment on the surveyor's web site and notify local surveyors what is for sale and that the bids be opened at the November P&I Meeting. Motion carried.

MANCHESTER DAM

Jim Hebbe and Derek Kavanaugh appeared to discuss the progress of the Dam removal. Hebbe stated that there is no other option than to take the Dam out. Sediment samples have been taken and sent to Stevens Point for analysis.

Kavanaugh explained that he has spoken with Linda Hyatt of the DNR and she offered the operations crew of the DNR for the demolition of the dam.

Green Lake has been awarded \$65,000 in grants for the project; the DNR operations crew will come in within the budget. The time frame of removal is estimated for November or December. Sondalle stated that the project has to be bid. If the DNR has a way to comply with Statutes without going through a bidding process then the County can let the operations crew do the removal. Discussion was held. All permits have been applied for and public hearings have been held.

Motion/second(Stoddard/Mueller) to send a resolution to the County Board for authorization to obtain bids for the removal of the Manchester dam and that the cost be within the amount of the grants with no cost to the county. Motion carried.

AIR QUALITY IN SHERIFF'S OFFICE

Mendleski stated that he is getting specifications to fix the leak in the shower room floor and will be requesting bids for November. The Sheriff is requesting that after the leak in the shower room is taken care that the air quality be tested again.

PURCHASE REQUESTS

IT

Live Scan Computer System	Sagem Morpho, Inc	\$24,862.60 sole vender
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Highway

Antenna System	Matteson	\$3,571.20 – recommended
	Harcom	\$3,570.40

HHS

Treadmill	Donated – no cost	
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Corn Crib Roof Materials only	Menards	\$1058.00
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Sheriff's Office

MDC Radio and hardware (2)	General Communications	\$3,627.00
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Motion/second(Helmer/Mueller) to approve the purchases as recommended by the governing committees and the tread mill donation. Motion carried.

RESOLUTIONS/ORDINANCES

Helmer proposed that a resolution be sent to the County Board stating that all departments be required to reduce their consumption of fuel by 5%. He also proposes that a policy be established with a recommended temperature setting for all departments. Kasierski explained a new device used on boilers to regulate the radiators. Mendleski will look into this. *Motion/second(Helmer/Mueller)* to send a resolution to the County Board in October requiring all departments to reducing fuel consumption by 5%. Motion carried.

2006 BUDGETS

The Finance Committee accepted the budget reductions approved by this committee last month.

USE OF COUNTY PROPERTY No requests

VOUCHERS

Vouchers were presented for \$9,958.92 for purchasing, \$58,658.71 for maintenance. *Motion/second(Mueller/Helmer)* to approve the vouchers as presented. Motion carried.

SECURITY SYSTEM AT HHS

Mendleski reported that in talking with Bill Hutchison from the IT Department the county network line out to HHSB is not large enough to tie the security camera system into it. The wireless network connection would have to be upgraded and the cost would be \$10,000. The IT Committee would also have to approve this project. Nothing will be done at this time.

MAINTENANCE REPORT

Summer Help: Merle Lohry's last day was September 2nd. He said he's feeling the best in years. He would like to come back one more year.

Sheriff's Office Roof: The roof over the Sheriff's Office is completed. The inspector has given the warranty.

Fire Inspection: The Courthouse, Sheriff's Office and 515 Gold Street had a fire inspection. Some violations were found and those have been taken care of.

Boiler: The old boiler has been removed and the new boiler will be installed next week.

Boat Launch Collection: The last collection on September 29th brought the total up to \$6,263.65.

CLERKS REPORT

Phone System: The Committee will need to make a decision on whether the County should have a convergent system which is a phone system that is part of the IT network or if it should stay as land lines. CenturyTel representative stated that the cost of a system that is not part of the network would be about \$400/month more expensive.

Workers Compensation Insurance: Bostelmann looked at the proposals from Wausau Insurance and found that the County would have received either \$27,194 or \$36,259 depending on the choice of dividend level that would have been chosen. The county received \$44,178.59 from AEGIS.

Pre-sort mail vs regular mail costs: Pre-sort is picked up at the County at 3 pm. Pre-sort mail is approximately .07 less per piece. If all mail were sent at the pre-sort price an estimated \$2500 to \$3000 per year could be saved.

Motion/second(Mueller/Helmer) to notify all departments that all mail is to be in the mail room by 2:30 and any late mail will be sent the next day. Exceptions will be approved by the County Clerk. Motion carried.

Disposal of Cabinet: A small drawer cabinet is no longer being used in the Treasurer's office. Because no county department wanted the cabinet, the Southern Green Lake County Ambulance service asked if they could have it. When an employee was told the cabinet would be given to the ambulance service she complained to Bostelmann and said she would buy the cabinet. Bostelmann does not want to bid out any and all pieces of old equipment when an item is no longer needed.

Motion/second(Stoddard/Mueller) that all unused equipment be offered first to County departments, second to other governmental units or non profits and if no one wants it, it is to be disposed of. Motion carried.

Visitor fall: Bostelmann notified the Committee that a lady fell down the stairs on the east side of

the courthouse and broke her leg and arm.

Property Insurance: The property insurance renewal is due and Bostelmann would like input on whether or not to increase the deductible. Discussion was held.

Motion/second(Helmer/Mueller) to change the deductible from \$1000 to \$2500. Motion carried.

COMMITTEE DISCUSSION

Kasierski stated that a letter from ABC Professional Cleaning & Maintenance was received outlining their services. The letter will be kept on file.

Trochinski requested permission to sell some of the unused Sheriff's equipment on E-bay. He said that many specialty items could be sold that way. He said that the IT department will set up an account for him.

Motion/second(Trochinski/Mueller) to approve selling the items Sheriff's equipment on Ebay and that the proceeds go into the squad and squad equipment account.

Next meeting date: November 1, 2005 at 6:00 PM.

Agenda:

ADJOURNMENT

Motion/second(Helmer/Stoddard) to adjourn at 8:05 PM. Motion carried.

Submitted by,

Marge Bostelmann
Secretary