

PROPERTY AND INSURANCE COMMITTEE
October 2, 2012

The meeting of the Property and Insurance Committee was called to order by Chair Gene Thom on Tuesday, October 2, 2012 at 4:30 PM in the Green Lake County Board Room, Green Lake County Government Center, 571 County Road A, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Gene Thom
 Mike Stoddard
 Joanne Guden
 Dave Richter
 Don Peters

Also Present:

Sara Radloff, Deputy County Clerk	Dan Sondalle, Corporation Counsel
Scott Weir, Maintenance	Sue Wendt, County Board Supervisor
Sheriff Mark Podoll	Jack Meyers, County Board Chairman
LeRoy Dissing, HHS	Lauree Renaud, Green Lake Greenways
Toney Daley, Newspaper	Chuck Buss, Highway
Ron Dott, Green Lake	Jerry Specht, Green Lake Greenways

AGENDA

Motion/second (Richter/Guden) to approve the amended agenda. Motion carried.

THE PLEDGE OF ALLEGIANCE WAS RECITED

MINUTES

Motion/second (Richter/Guden) to approve the minutes of September 4, 2012 with correction of 1 typographical error. Motion carried.

CORRESPONDENCE

Letter from Larry and Joan Kush was discussed in the Parks & Recreation section of the meeting.

PUBLIC COMMENT – (3 minute limit)

None

APPEARANCES

Allowing Horses on Mascoutin Trail – Ron Dott: Dott asked what the reason was that horses are not allowed on Green Lake County side of the Mascoutin Trail. Dott and his wife like to ride horses and see other horses on the Winnebago side of the Trail. Discussion was held. Dan Sondalle will look at the Ordinance in more detail and Marge Bostelmann will contact our insurance company to see if we have any restrictions about horses on County Property. Horses on Mascoutin Trail will be on the agenda for next month.

Green Lake Greenways – Jerry Specht stated that with horses going on the Mascoutin Trail it would make a rough trail for bikers and runners. Specht wanted the committee members to know that the trail is a nice piece of land and is getting utilized by many people.

Lauree Renaud handed out trail maps to the committee and wanted them to know that the trail would not be possible without the hard work of Scott Weir and his department on the up keep of the Mascoutin Trail. She also stated that more and more people and organizations are using the trail and in return brings more people to Green Lake County. Renaud also spoke on the safety of pedestrians and how Green Lake Greenways is working with local law enforcements to help educate the committee on safety.

USE OF COUNTY PROPERTY

- Use of Zobel Park on October 13th for a Disc Golf Tournament. Discussion was held. *Motion/Second (Stoddard/Richter)* to approve the Disc Golf Tournament on October 13th at Zobel Park according to the county policy and insurance. Motion carried.

JERRY FRIDAY PROPERTY CONCERN STH 73/44:

Chuck Buss Interim Highway Commissioner stated that calcium chloride spilled two years ago and damaged some of Jerry Friday’s property on STH 73/44. Buss recommends that we build a berm and dig out the area that was damaged. Highway committee did approve this at their last meeting. Discussion was held.

Motion/Second (Richter/Guden) to approve building a berm and to dig out the damaged area on Jerry Friday’s property on STH 73/44. Motion carried.

PURCHASE REQUESTS:

Coroner Office

HP Color Printer	HP	No cost, purchased with HP Points - recommended
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IT

Backup Server	ABMX	\$9,878.83
	Silicon Mechanics	\$8,876.00 - recommended

Health & Human Services

Laserjet Fax Machine	Modern Business Machines	\$779.44 - recommended
	Oshkosh Office System	\$799.00

Maintenance

Miller Maxstar 150 STH Tig Welder	Air Gas-Appleton	\$1,829.00 - recommended
	Weld Specialty Supply	\$1,867.00
	Grainger- Appleton	\$2,065.00

Motion/Second (Richter/Stoddard) to approve the recommended purchase requests as presented. Motion carried.

PURCHASING POLICY

Richter recommended that the policy be changed to allow Department Heads to approve purchases up to \$1000 without prior approval of their governing committee, and to allow each governing committee to approve purchases up to \$1500 without forwarding to Property and Insurance Committee, and all purchases over \$1500 must be forwarded to the Property and Insurance Committee after approval by the governing committee for review of competitive bids. With changing the amounts on what Department Heads & Governing Committees can approve, it will adjust purchase authorization for inflation, and will recognize the ability and professionalism of Department Heads and Committees, and will help streamline the purchasing process. Discussion was held.

Motion/second (Richter/Stoddard) to approve the proposed ordinance amending Code of Green Lake County, Chapter 9 Board of Supervisors, Article III and sending it to the Administrative Committee and County Board for final approval. Motion carried.

COPY MACHINE PROPOSAL

Sara Radloff stated that she talked to Modern Business Machines on our current copiers and asked them what they recommended for each department. Modern Business Machines will have something back to us by the next meeting. This will be on the agenda for next month.

FACILITIES FOR FOOD PANTRY AND MAINTENANCE & SALE OF 500 LAKE STEEL STREET PROPERTY

Weir gave the cost of around \$398,000 for the building slab with thicker edges and an additional \$33,000 plus for frost walls but has not yet received any numbers on the septic system. Discussion was held on looking into moving the Food Pantry to the Town Square location downtown Green Lake. LeRoy Dissing will contact Town Square to see if this is an option. Facilities for Food Pantry and Maintenance & Sale of 500 Lake Steel Street Property will be on the agenda for next month.

MONTHLY VOUCHERS

Vouchers were presented:

Maintenance – \$12,696.38

Parks – \$3,797.13

Purchasing – \$5,014.33

Motion/second (Guden/Stoddard) to approve the vouchers as presented. Motion carried.

2013 BUDGETS – No Discussion

MAINTENANCE REPORT

The Report was submitted to the Committee.

- Monthly activities – The report was sent to the Committee

PARKS & RECREATION

New pro rib metal roof installed on Dodge Memorial park pavilion.

Pavilion season shut down is scheduled for the 2nd week in October.

Dumpsters have been removed from the parks for the season.

Boat launches and piers are scheduled for removal 3rd or 4th week of October.

Letter from Larry and Joan Kush on the damage and erosion issues caused at Dodge Memorial Park launch ramp due to boaters powering onto their trailers. Discussion was held

REQUEST FOR ADDITIONAL MAINTENANCE REPAIRPERSON

Scott Weir stated that the number of Maintenance employees is the same of when the department was at the downtown facility. But now they have a larger building to keep up on and several repairs need to be done while the rest of the county employees are not working. Discussion was held and additional employees will be on the next agenda. Weir will have the fiscal impact of the position and a list of duties/repairs that need to be completed.

CLERKS REPORT – Nothing to Report

CLOSED SESSION

Motion/Second (Guden/Richter) to move into closed session per ss. 19.85 (1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. –Maintenance Department. Roll call vote 5 ayes, 0 nays. Motion carried.

RESUME OPEN SESSION

Motion/second (Guden/Richter) to resume open session. Roll call vote, 5 ayes, 0 nays. Motion carried.

ANNOUNCE FINDINGS OF CLOSED SESSION – No Discussion

COMMITTEE DISCUSSION

Future Meeting Date: November 6, 2012 at 4:30 pm.

Future Agenda items for action & discussion: Horses on Mascoutin Trail, Copy Machine Proposal, Facilities for Food Pantry and Maintenance & Sale of 500 Lake Steel Street Property, and Request for an additional Maintenance Repairperson.

ADJOURNMENT

Motion/second (Stoddard/Richter) to adjourn at 5:54 p.m. Motion carried.

Submitted by,

Sara Radloff
Deputy County Clerk