

PROPERTY AND INSURANCE COMMITTEE
April 5, 2005

The meeting of the Property and Insurance Committee was called to order by Chairman Bernie Kasierski on April 5, 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
 Orrin Helmer
 Gus Mueller
 Gene Thom
 Mike Stoddard

Others Present:
 Marge Bostelmann, County Clerk
 Dan Sondalle, Assistant Corporation Counsel
 Dave Mendleski, Maintenance Supervisor
 Al Shute, Director of Development
 Steve Westpfahl, Highway Department
 Jim Hebbe, Land Conservation

AGENDA

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

MINUTES

Motion/second(Helmer/Stoddard) to adopt the minutes of March 1, 2005 as presented. Motion carried.

CORRESPONDENCE

Letter from Jim Hebbe to the landowners of the Manchester Dam asking if they are willing to be a financial partner for the rebuilding or if they will request the County to expedite the appropriate paperwork authorizing the removal of the dam.

APPEARANCES

OFFICE SPACE RELOCATION LAND USE PLANNING & ZONING

Shute presented information to the committee to relocate the GIS employee up to the Surveyor's office and putting the Surveyor records in Keller's current office. Helmer stated that he does not think that Keller should move down to the GIS office because of the size is quite big for someone who is only here once a week for about 7 hours. Helmer stated that he believes Keller can be relocated from the upstairs office to another office and use the GIS office as a conference room. Helmer requested that this be put on the agenda again next month for a decision, while he is looking for other areas for Keller to be located.

RAIN GARDEN

VOICE MAIL

Bostelmann received a message from Scott from Convergent Solution stating the CenturyTel is unable to provide the SMDI circuit, which was needed for the voice mail. Bostelmann will be meeting with Scott and his technician Brian on April 14th at 10 am to discuss options. Bostelmann requested Mr. Kasierski to attend also.

RENTAL/FARMING THE CTHA PROPERTY

Bostelmann stated that Dean Sales has signed the agreement to rent the County A property and Mr. Helmer needs authority to enter into the contact for the County.

Motion/second(Stoddard/Thom) to approve entering into the contract with Dean Sales to rent the County A property. Motion carried.

PURCHASE REQUESTS

Law Enforcement

Remington Model 700 Rifle	TMK	\$1695.00
	Ray O'Herron	\$1999.00
	Streicher's	\$1729.00

Motion/second(Mueller/Stoddard) to approve the request subject to the approval of the Law Enforcement Committee. Motion carried.

Highway

Parallelogram Lift	US Petroleum	\$74,443 with ground/site work
	Bowlin Enterprises	\$68,770 no ground/site work
	JRH	\$70,231.40 no ground/site work

Motion/second(Thom/Mueller) to approve the purchase from US Petroleum for \$74,443 completely installed, all ground work complete. Motion carried.

Rolling Jack	US Petroleum	\$6,128.00
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Motion/second(Stoddard/Mueller) to approve the purchase of the rolling jack subject to the approval of the Highway Committee. Motion carried.

Upgrade to truck	\$12,098.00
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Motion/second(Thom/Mueller) to approve the upgrades on the replacement truck. Motion carried.

LONG RANGE PLAN FOR COUNTY A PROPERTY

Jim Hebbe appeared to present a storm water analysis of the County A property. The presentation will be given at the April County Board meeting.

DENIAL OF LIABILITY CLAIM

Bostelmann explained that a gentleman fell on the ice while ice fishing and sustained injuries. Because the County has no jurisdiction over the water, she requested a motion to deny the claim.

Motion/second(Helmer/Mueller) to deny the claim. Motion carried.

RESOLUTIONS/ORDINANCES None

USE OF COUNTY PROPERTY No requests

VOUCHERS

Vouchers were presented for \$62,498.39.

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

MAINTENANCE REPORT

Fresh Air Unit: The fresh air unit for dispatch has been up and running for at least three weeks.

Paper Shredder: Iron Mountain Shredding is going to be here on April 28th. An email was sent out telling all offices to have all shredding ready.

Spring Cleaning: Hopefully we are done with the snow and ice. The maintenance crew is starting the spring spruce-up. Some staff are working on weekends and some are working nights.

Plumbing Problems: We have been having a lot of plumbing problems in the jail. So far we have been able to handle it within the department.

CLERKS REPORT

Liability Insurance: Our Liability insurance limit has been raised by the County Mutual to \$10 million per occurrence from \$5 million.

Workers Comp Audit: After our workers comp audit for 2004the premium has been increased by \$17,206.

Maintenance Agreements for Copiers: Bostelmann presented a list of copiers in the County offices and the cost of the maintenance contract. The contracts are based on the number of copies made. Older machines have a higher per copy costs. Bostelmann stated that older machines are passed down to offices that have less usage for the machine. Bostelmann asked if the Committee would rather limit the number of copy machines in the building and have the older machines discarded. Bostelmann will check the accuracy of the numbers of copies and see if the contract can be adjusted lower.

COMMITTEE DISCUSSION

Next meeting date: May 3, 2005 at 6:00.

Agenda: Office relocation for Land Use Planning & Zoning, Maintenance Agreement for Copiers,

Helmer stated that Tom Halverson asked him if the County would give an easement for him to use the driveway to the fair grounds. He is planning on selling boats from his property. Halverson has not contacted any committee to pursue an easement.

Thom asked Helmer if the lease for the conservation club to use the County Trail in Berlin has been discussed at the Highway Committee and if it will be coming to this Committee for approval. Helmer

reported that it is still in discussion and should be coming to this Committee soon.

ADJOURNMENT

Motion/second(Stoddard/Thom) to adjourn at 7:55 PM. Motion carried.

Submitted by,

Marge Bostelmann
Secretary