

PUBLIC PROPERTY COMMITTEE MINUTES

August 26, 2009

The Public Property Committee of the Grant County Board of Supervisors met in the Grant County Administration Building, Room 266, Lancaster, WI, on Wednesday, August 26, 2009 at 9:00 a.m.

The meeting was called to order by Chair, Dwight Nelson. Linda Adrian, seconded by John Patcle, moved that the meeting was in compliance with the open meeting law. Motion carried.

The roll was taken and a quorum was present. The following committee members were present: Dwight Nelson, Linda S. Adrian, Maynard Behncke, Stephen Adrian, John Beinborn and Pat Schroeder.

Stephen Adrian, seconded by Pat Schroeder, moved to approve the agenda with the change of moving item #11. Dental Insurance under item #6 Insurance. Motion carried.

Maynard Behncke, seconded by John Beinborn, moved to approve the minutes of the July 22, 2009 meeting with the exclusion of some printing on the back of the second page not related to the Public Property minutes. Motion carried.

Request to use Courthouse Lawn: Marge Sherwin asked permission for the American Bank to have a food stand for fund raiser on October 3 during the Lancaster Fall Festival. Maynard Behncke, seconded by Linda Adrian, made a motion to give the American Bank permission to hold their food stand on that day. Motion carried.

Insurance: Marty Malloy, Arthur J. Gallagher & Co., reported that all looks good. There are a couple late claims being investigated at this time but nothing major. The County's experience Modification ratio is .9 which is a 26 point reduction for the county which will save the county money in the long run; this is good news for the county.

He reported that the biggest claims are generated from the Highway Department and they are going to conduct some training for the employees to help in the accident awareness.

Randy Peterson, TriCor Insurance, commented that the fair seemed to go very smoothly. The extra set of bleachers that were brought in for extra seating looked very good and thought there was no reason why; if the County was interested in purchasing them they should go ahead and do so.

There were three incidents reported during the fair, nothing major at this time. TriCor will wait and see if anything more came in on these, but it was good to report these to TriCor.

Randy explained to the committee how to read the Detail Loss Report from Travelers, pointing out the columns to be aware of in the claim history.

Randy reported that there are still two claims outstanding. He felt that they are taking so long because of attorney issues. There doesn't seem to be anything to worry about at this time.

Randy told the committee he would meet with the County Clerk to go over some changes that have been implemented in the collision fund insurance. The collision coverage used to be covered under the comprehension insurance thru Local Government Property Insurance and now it will be covered under the TriCor Policy. The amount of the deductible may have to be change in order to obtain a better rate.

Joyce Roling handed out the 2010 Insurance break down amounts for the County Employee Health, Life, AD&D, Disability and Dental to the committee. The costs are as follows:

Dean Health Plan	Single	\$572.42
	Family	\$1631.40
	Emp/Spouse	\$1202.08
	Emp/Child	\$1087.60
Dean retiree Medicare	1 over age 65	\$515.18
	2 over age 65	\$1030.36
	1 over age 65 & 1 under 65	\$1087.60
Medical Associates	Single	\$597.96
	Family	\$1387.27
	Emp/Spouse	\$1255.72
	Emp/Child	\$1076.33
Mutual of Omaha	Life (\$10,000)	\$3.10
	Regular Emp.	
	AD&D	\$.30
	Life (\$5,000)	
	Emp. Over age 70	\$1.55
	AD&D	\$.15
	Retiree Life (\$2500)	\$10.85
National Mutual		
Long Term Disability	.0026 per \$1,000 Coverage (No change for 2010, same as 2009)	

Joyce reported that the Voluntary Life Insurance which we have with Dick Pepe is transitioning the Life Insurance Company they work with from Transamerica to Allstate. This has been a much needed change because there have been many problems in the past with the Tranamerica Company. This change will not affect the employees that carry this Life Policy or cause any laps in coverage.

Brent Straka, TriCor Agent, reviewed with the committee Ameritas dental plan and recommended the county switch from Assurant to Ameritas due to the savings in premium. He also stated that the plan was equal to or better than the existing plan. Joyce Roling along with TriCor and an Ameritas agent met with the employee representative regarding the plan design and to answer questions. The employees agreed with

changing to Ameritas effective January 1, 2010. There would be no cost to the county and this policy would offer some Optical coverage also. Maynard Behncke, seconded by Pat Schroeder, made a motion to approve the implementation of this Dental Policy for the Grant County Employees. Motion carried.

The committee reviewed the hail damage estimates that have come in to the County Clerk's office relating to the hail storm of July 24, 2009. The Clerk will send all the claims to the Local Government Property Insurance Fund when all the claims have been collected.

Maintenance Administration Building: Bryan Martens reported that the phase protectors have all been installed, the voltage had to be turned down and adjusted but all was going well. The humidifier in the County Clerks Storage Room has helped the temperature in that room.

Courthouse Maintenance: Mark Udelhofen was not present to discuss the Courthouse needs. The clerk gave the committee the bids that were received from Wisconsin Woodworks, Hermens, and K & K Floors for the carpet project in the Clerk of Court Department. Because Mark was absent the committee decided to hold this discussion until September. Other topics for discussion next meeting are the windows in the Courthouse, some of them are cracked and lawn care of the Courthouse Lawn.

Youth and Ag Building Roof: Stephen Adrian, Chair of Ag and Extension Committee, wanted to discuss the Youth and Ag Roof so the committee had a better understanding of the steps that needed to be taken in order to have the money available when this project got underway. It was estimated that the roof will cost \$120,000.00 and Stephen stated he knew the Youth and Ag Budget would not be able to pay for that on their own. It was decided that the Youth and Ag Committee should go ahead and find out what the Engineering Company recommend replacing the roof and how much this project will cost. Then the Youth and Ag Committee should bring the recommendations back to the Public Property Committee in September.

Health Department Smoking Ordinance: This item was tabled to bring back on the September Public Property Meeting in order for it to go through the proper channels.

Capitalization Policy: Nancy Scott, Finance Director, explained that the Finance/Executive Committee has directed her to draft a capitalization policy as recommended by the auditor. The policy will address items over a specified amount (\$5,000 is recommended) that must be depreciated on a year-end financial report. Some counties capitalization policy also address inventory of lower cost equipment for insurance or tracking purposes. Pat Schroeder, seconded by Stephen Adrian, made a motion to make it a requirement for all Departments to keep an updated Annual Inventory List from year to year of inventory that values between \$500.00 up to \$5,000.00 of items. Motion carried.

Updates of Property List and Inventory of Departments: The Clerk, Linda Gebhard, reported that the inventory is getting updated with the Local Government Property Fund in Madison. The Company is very happy with the progress that has been made. There are just a few items that need to be checked on but the Department Heads and Maynard Behncke has been instrumental in compiling the information that the Clerk's Office has needed.

Discussion of Third Floor: In the absence of John Patcle, County Board Chair, the committee decided to hold this item over for the September meeting.

2010 Equipment Requests:

District Attorney	2 new office chairs (HON) \$180.00 each = \$360.00 Printer HP-LaserJet Black/White \$129.99 or Samsung ML-285 1ND Laser \$199.99	\$490.00
Youth & Ag	Engineering Service for roof 3 Electric Refrigerators (Education Exchange Program Hermesen's) 2 Electric Range Stoves (Education Exchange Program Hermesen's) 1 Washer and Dryer (Education Exchange Program Hermesen's) Youth and Ag Building Repair	\$10,000.00 \$300.00 \$200.00 \$200.00 <u>\$4,000.00</u> \$14,700.00
Fair	Road Care Repair Cement pad (25x90x5.5) in front of beef barn on west side Repair by Todd Wolf Gravel and fines for buildings	\$5,000.00 \$6,584.50 <u>\$1,000.00</u> \$12,584.50
UX Extension	2 Laptop Computers (No Software) \$1200.00 each	\$2,400.00
Clerk of Court	2 IBM Wheel Writer 1000 Typewriters (refurbished) \$530.00 each 1 Sharp AR235 (Reconditioned) Digital Copier	\$1060.00 <u>\$995.00</u> \$2,055.00
ADRC	2 Air Conditioners \$233.00 each 6 Computers for Meal Sites 6 monitors = \$1014.00/6 computers=\$4464.00	\$466.00 <u>\$5,478.00</u> \$5,944.00
Sheriff	3 Mobile Radios, \$6,666.65 each 5 Taser's with camera, \$1400.00 each 3 Light Bars LED, \$1200.00 each 1 Radar Speed Trailer cost \$10,000.00 UNAPPROVED	\$20,000.00 \$7,000.00 \$3,600.00 <u>\$ 000.00</u> \$30,600.00

Maintenance		
County Clerk	3 Entrance mats \$600.00 each	\$1,800.00
	Motor Scrubber for tight areas	<u>\$450.00</u>
		\$2,250.00
Health Dept.	Loan Closet Cleaning Station/built by Bryan Martens	\$3,000.00
	Addition/Separation of Electrical Circuit for Vaccine	
	Refrigerator Power Outlet	<u>\$1,525.00</u>
		\$4,525.00

Pat Schroeder, seconded by John Beinborn, made a motion to approve all the 2010 Department requests, excluding the Radar Speed Trailer for the Sheriff's Office; for the grand total of \$75,548.50. Motion carried.

Corporation Counsel requested an executive chair with an estimated cost of \$350.00, with the stipulation that Verda Nemo; Child Support Director will use some of the Child Support stimulus money to pay for half the cost of Jo-Ann's chair. Also requested by Jo-Ann Millhouse was a microcassette dictating machine which will cost approximately \$60.00. Patrick Schroeder, seconded by Linda Adrian, made a motion to give Jo-Ann Millhouse, Corporation Counsel, permission to use \$175.00 for the office chair and \$60.00 for the dictating machine, for a total of \$235.00; to purchase these items now and pay for them out of the 2009 Public Property budget.

John Beinborn, seconded by Pat Schroeder, made a motion to adjourn the meeting until September 23, 2009 at 9:00 a.m. Motion carried.