

PUBLIC PROPERTY COMMITTEE MEETING  
FEBRUARY 24, 2010

The Public Property Committee of the Grant County Board of Supervisors met in the Grant County Administration Building, Room 266, Lancaster, WI on Wednesday February 24, 2010 at 9:00 a.m. pursuant to the adjournment of the January 27, 2010 meeting.

The meeting was called to order by Chair Dwight Nelson. John Patcle, seconded by Stephen Adrian, 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, Stephen Adrian, John Beinborn, Patrick Schroeder, and John Patcle, County Board Chair.

John Beinborn, seconded by Linda S. Adrian, made a motion to approve the agenda. Motion carried.

John Beinborn, seconded by Linda S. Adrian, made a motion to approve the minutes with the corrections of changing the word record to records and changing Focus of Energy to Focus on Energy. Motion carried.

Correspondence: John Patcle showed the committee the history book that had been sent for the committee to view. The history book came from Walsworth Publishing Company, they are interested in doing a history book for Grant County's 175<sup>th</sup> anniversary. The committee instructed Linda Gebhard, County Clerk to contact this company and ask for more information about procedure and pricing.

Insurance: Marty Malloy, A.J.Gallagher and Company, reported that the claim history looks good. This time of year there is a high claim ratio on brush removal on roadways for the Highway Department. Marty has supplied the county with training materials on safe procedures for this to help remedy this issue. Linda S. Adrian asked about the increase of claims on trips and falls in the nursing home. Marty informed the committee that the best practice for this is also training the staff on these incidents.

Tricor, Randy Peterson reported on the auto claims that have been coming in due to the ice and snow this year. There were no other outstanding claims of concern at this time.

Courthouse Maintenance, Mark Udelhofen, reported that he had the 5 horse motor repaired for \$64.00 and now it can be used as a backup. Ahren came and conducted the sprinkler inspection, everything was fine. Wisconsin Woodworks will be coming next week to start laying the carpet in the Clerk of Court offices, moving the furniture will be the biggest obstacle. They will do the work in the evenings or weekend when there is less traffic in the office.

Administration Maintenance, Bryan Martens, reported that Ahren's inspection of the sprinklers in the Administration Building went fine, no problems. Loan closet for the Health Department is going fine, just one set back with a drain, a sump pump will have to be installed. Carroll's stated that they would install the sump pump at no added cost, they would stay with their bid amount. The project will still come in under the projected amount even with changes.

Bryan gave the committee information on the upcoming contract renewal for our elevator service in the Administration Building. The contract will be coming due in August 2010.

Linda S. Adrian, seconded by John Beinborn, made a motion to have Linda Gebhard, County Clerk, review the elevator contract through Otis and bring this information to the next committee meeting so the committee can review the renewal process and also to look into the contracts of all the county buildings that have elevator services so the committee can make some comparisons on other elevator service companies. The committee will make their recommendation on the expiring contract at the next committee meeting. Motion carried.

Bryan also handed out a one year tracking summary of cost savings for We Energies that the county has saved since the installation of the new boiler system. Bryan reported that there had been a 53% cost savings and a 30% reduction in therms since this installation a year ago. And because of the efficiency and the efforts of WHV, the county has received about \$1,000.00 in rebates during the year.

Bryan also reported that a valve had started to leak in the cabinet heater and caused the County Clerk's storage area to fill with about 2 inches of water. He corrected the valve cap that had caused the problem and inspected the rest of the building and found one other faulty valve. He attributes this issue to poor installation. No permanent damage was done, some boxes and paper got wet in the storage area; fans have been running since the incident.

Focus on Energy. The surveys from the county owned building were submitted to the committee. Stephen Adrian, seconded by Patrick Schroeder, made a motion to have the County Clerk, Linda Gebhard, send them on to the Focus on Energy representative, Jennifer Everhart, to start the auditing process. Motion carried.

Building 52 and Farm: Patrick Schroeder referenced a WI State Statue 59.13 (1) which states that the board may, by resolution designating the purpose and prescribing the duties thereof and manner of reporting, authorize their chairperson to appoint before June 1 in any year committees from the members of the board, and the committees so appointed shall perform the duties and report as prescribed in the resolution.

A motion was made by Linda S. Adrian, seconded by Patrick Schroeder, to make a recommendation to take before the full county board that the 52 Building and Farm account be removed from the Orchard Manor committee and placed under the Public Property committee to monitor the account, and the rental income be placed in a maintenance account for use of the full county. This change would take effect on May 1, 2010. Motion carried.

Rental Property: The committee discussed rents being paid for the use of county buildings for storage. No action taken.

Changes in accounts: No action taken.

Youth and Ag Roof: Stephen Adrian gave the committee an update on the bidding process for the new roof on the Youth and Ag Building. No action taken.

Vehicles and Equipment: Patrick Schroeder reported that the Highway Department had a broker sell some pickups which got sold and money went back into the Highways truck fund.

The Courthouse shredder was discussed. If the machine is of no use to the county and cannot be repaired, Bryan Martens has shown interest in buying it from the County. The Clerk was instructed to find out if the Courthouse employees still use it, does it need to be repaired, and how much it would cost to repair. The committee will make the decision at the next meeting as to how to handle this issue.

Adjournment: John Beinborn, seconded by Patrick Schroeder, made a motion to adjourn the meeting pursuant to the next meeting on March 24, 2010 at 9:00 a.m.