

**SAUK COUNTY BOARD OF SUPERVISORS
PROPERTY AND INSURANCE COMMITTEE MEETING
March 12, 2012
APPROVED**

Members Present: Virgil Hartje, George Johnson, David Riek, Al Dippel, Lowell Haugen

Others Present: Timothy Stieve, Carl Gruber, Liz Geoghegan, Julie Hyser, Jeff Seering

1. Meeting called to order by Hartje at 8:00 a.m. Compliance with Open Meeting Law was met.
2. Adopt Agenda: **Motion by Haugen, 2nd by Riek to approve agenda. Carried.**
3. Adopt draft minutes of February 06, 2012: **Motion by Dippel, 2nd by Riek to approve minutes. Carried.**
4. Public comment: None
5. Communications: Request for use of Courthouse Lawn. **Motion by Riek, 2nd by Haugen to approve request for use of the Courthouse lawn for: National Day of Prayer , May 03, 2012; Baraboo Kiwanis Club 2012 events; Summer Art Classic , August 11, 2012; West Kindergarten Center Concert , May 24, 2012 .Carried.**
6. Business Items:
 - a. Treasurer's Report—monthly report – Liz opened and discussed bids received for clean up and disposal of debris from the tax deed property on Hwy 33. The bids received were as follows: Towne & Country \$4,900; Countryside Clean up \$3,600.00; Barefoot Floors \$2,000. **Motion by Riek, 2nd by Johnson to accept the lowest bid from Barefoot Floors for \$2,000. Carried.**
Update on Dellwood properties: Liz discussed the Dellwood lots and the status of those that have not been purchased. **Motion by Riek, 2nd by Johnson to find out total acres available and how many acres it takes for a buildable lot. Carried.**
 - b. Tim discussed Venture Architects proposed cost of \$19,500 for the schematic design phase of the West Square space needs study. **Motion by Hartje to approve Venture Architects proposal; no 2nd.
Motion by Riek to do a Request for Proposal for the schematic design phase, 2nd by Johnson. Carried.**
 - c. Tim discussed the 9-1-1 user fees on monthly phone bills. Due to a loss in wire line phones there will be an increase on the existing fee per wire line from \$0.29 to \$0.87 per billable line. Only \$0.40 can be billed on the phone lines so the County must pay the remaining \$0.47 per billable line which will amount to \$127,870.08. Tim provided some information on Mike Theis of Theis Communications Consulting, he may be able to provide assistance in reducing these cost. Tim expects to have the final agreement ready for the next meeting.
7. Departmental Updates - Risk Management (Carl Gruber).
 - a. Carl provided the monthly report for Risk Management.
 - b. Deductibles in the amount of \$500.00. **Motion b y Johnson, 2nd by Dippel to approve deductibles. Carried.**Departmental Updates - Buildings, Communications/Towers & Landfill (Tim Stieve).
 - a. Tim provided the monthly report for Buildings/Communications.
 - b. Tim reviewed vouchers. **Motion by Riek, 2nd by Johnson to approve the vouchers. Carried.**
 - c. Tim and Carl discussed the need for removal & replacement of Courthouse Underground Storage Tank. Zurich will not continue to insure the tanks due to their age. Bids for removal and replacement were received by (2) companies; Metco bid \$14,570.88 and Shaper bid \$4,900.00. **Motion by Johnson, 2nd by Dippel to take Shaper bid of \$4,900.00. Carried.**
8. Next Meeting date: Regular meeting is set for April 09, 2012, at 8:00 a.m.
9. Adjourn: **Motion by Riek, 2nd by Johnson to adjourn. Carried.**

Respectfully submitted by: Julie Hyser

Al Dippel, Secretary
Prepared by: Timothy R. Stieve