

**SAUK COUNTY BOARD OF SUPERVISORS
PROPERTY AND INSURANCE COMMITTEE MEETING
February 06, 2012
APPROVED**

Members Present: Virgil Hartje, George Johnson, David Riek, Al Dippel, Lowell Haugen
Others Present: Marty Krueger, Timothy Stieve, Carl Gruber, Kathy Schauf, Liz Geoghegan, Julie Hyser,
Gary Jaeger, Brentt Michalek, Scott Rutter, Deborah Ambruso, Mike Theis, Dave Mikonowicz

1. Meeting called to order by Hartje at 8:00 a.m. Compliance with Open Meeting Law was met.
2. Adopt Agenda: **Motion by Dippel, 2nd by Haugen to approve agenda. Carried.**
3. Adopt draft minutes of January 9th and 17th, 2012: **Motion by Johnson, 2nd by Riek to approve minutes. Carried.**
4. **Public comment:** None
5. **Communications:** None
6. **Business Items:**
 - a. Treasurer's Report—monthly report – Liz provided an update to the committee regarding tax deed property on Hwy 33. Liz has been getting bids to raise the house; however, due to environmental hazards such as mold and asbestos, the property would have to be cleaned out and an environmental inspection would need to be done prior to the demolition. Virgil proposed putting the property up for sale under sealed bid as is. It was noted that nothing can be done to raise or sell the property until the appropriate court action has been taken and the property has been cleared of all debris. Liz will get bids to clean out the property.
 - b. Gary Jaeger from Venture Architects gave a presentation on his final recommendations for the West Square Space Needs Assessment Study. It was agreed that prior to moving forward the committee would need; Schematics for the next phase, detail of the lay out for departments involved and to develop an estimate on budget. It was suggested meeting with affected department heads to discuss any further questions. Brentt Michalek noted moving onto the schematic design would be a good next step. It was also suggested that providing a brief report at the County Board would be appropriate. Committee also requested that Venture provide a cost for the Schematic Design.
 - c. Deborah Ambruso from AT&T discussed the 9-1-1 user fees on monthly phone bills. A new three (3) yr contract needs to be adopted. Due to a loss in wire line phones there will be an increase on the existing fee per wire line of \$0.29. There are two options on how this could be done; one is to increase the fee to \$1.00 per wire line; or increase that fee to \$0.40 per wire line with the county covering the remainder of the cost, estimated at \$144,000 per year. If the county were to cover the \$144,000 annual cost it would need to be a tax levy impact. Deb will finalize the numbers and options for the Committee to address at their next regular meeting.
7. **Departmental Updates - Risk Management (Carl Gruber).**
 - a. Carl provided the monthly report for Risk Management.
 - b. No Deductibles**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 issued an RFB for carpet installation at the West Square and other buildings as needed. A resolution was presented authorizing to contract with the low bidder; Rutter Installations. **Motion by Johnson, 2nd by Dippel to approve resolution. Carried**
8. Next Meeting date: Regular meeting is set for March 12, 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