

**SAUK COUNTY BOARD OF SUPERVISORS  
PROPERTY AND INSURANCE COMMITTEE MEETING  
June 04, 2013  
Approved Minutes**

Members Present: Virgil Hartje, David Riek, John Miller, Scott VonAsten, George Johnson  
Others Present: Timothy Stieve, Carl Gruber, Kathy Schauf, Elizabeth Geoghegan

1. Meeting called to order by Riek at 3:30 p.m. Compliance with Open Meeting Law was met.
2. Adopt Agenda: **Motion by Hartje, 2<sup>nd</sup> by Von Asten to adopt Agenda. Discussion followed regarding concerns about having the closed session on the agenda. Motion Carried. Miller voting no.**
3. Adopt draft minutes of May 07 and May 20, 2013 meetings. **Motion by Miller, 2<sup>nd</sup> by Von Asten to adopt the minutes. Carried**
4. Public comment: None
5. Communications:
  - a. Request from Downtown Baraboo Inc. to use the grass area on Baraboo Sunday Markets, between May 26 and October 20, 2013. **Motion by Johnson, 2<sup>nd</sup> by Miller to approve the request. Carried.**
6. Business Items:
  - a. Treasurer's Report – Monthly Report
    - i. Liz handed out a Resolution Authorizing Issuance of Quit Claim Deed to Certain Lands in the Town of Woodland to Eric Koebele and Stephanie Koebele. **Motion by Johnson, 2<sup>nd</sup> by Von Asten to approve the resolution. Carried.**
    - ii. Possible closed session pursuant to Wis. Stat. s. 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specific public business, when ever competitive or bargaining reasons require a close session. Discussion of the Ringling Manor property. There was no motion to go to a closed session so an open discussion followed on the Ringling Manor Property. Tour by committee on May 20<sup>th</sup> was discussed along with potential reuses. It was decided that Kathy Schauf should speak with the City Administrator, Ed Geick, and have him present for further discussion at the July Property & Insurance Committee meeting.
  - c. Discussion of building security issues. Tim reported that Kathy Schauf selected some Department Heads to participate in a discussion regarding building security prior to a survey being sent. That group just met at the end of May. Survey will follow.
  - d. Scott Von Asten was selected by the Committee to serve on the Capital Improvement Team.
7. **Departmental Updates - Risk Management (Carl Gruber)**
  - a. Monthly Report – Carl reviewed his monthly report. **Motion by Johnson, 2<sup>nd</sup> by Hartje to approve the monthly report. Carried.**
  - b. No deductibles**Departmental Updates – Tim Stieve**
  - a. Monthly Report – Tim reviewed his monthly report. Lawn treatment options were reviewed, Committee approved moving forward with the organic solution at a cost of \$2,950 versus previously spraying a fertilizing at a cost of \$360. Committee approved Space Lease application.
  - b. Tim reviewed the 2013 Budget Program review form with the Committee to seek input for any potential adjustments for the 2014 budget. No specific changes were noted.
  - c. Review and Approval of vouchers. **Motion by Johnson, 2<sup>nd</sup> by Hartje to approve the vouchers. Motion Carried.**
8. Next meeting date: Regular meeting is set for July 08, 2013 at 3:30 p.m.
9. Adjourn: **Motion by Von Asten, 2<sup>nd</sup> by Miller to adjourn. Motion Carried.**

Respectfully submitted by:

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Virgil Hartje, Secretary (Prepared by: Julie Hyser)