

**SAUK COUNTY BOARD OF SUPERVISORS
PROPERTY AND INSURANCE COMMITTEE MEETING
September 03, 2013
Approved Minutes**

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

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, 2nd by VonAsten to adopt Agenda. Motion Carried.**
3. Adopt draft minutes of August 06, 2013 and August 20, 2013 meetings. **Motion by Johnson, 2nd by Hartje to adopt the minutes. Carried**
4. Public comment: None.
5. Communications: None.
6. Business Items:
 - a. Treasurer's Report – Liz reported on a tax deed property that is eligible to be taken at this time. Property is located on the southeast corner of Hwy 154 & CTH G and was formerly a gas station and is contaminated. Steve Muchow was present to discuss the possibility of using this site for a salt shed. Steve noted that he has discussed this site with the DNR and there would be the possibility of a brownfield grant as well as PECFA funds available to help with clean-up. Steve will talk with DNR more to determine what cost there would be to the county. Steve noted he is not willing to proceed if there would be a large cost to the county to utilize this for a salt site. Committee agrees and Steve and Liz will report back in October.
7. **Departmental Updates - Risk Management (Carl Gruber)**
 - a. Monthly Report – Carl reviewed his monthly report. **Motion by Hartje, 2nd by Johnson to approve report. Carried.**
 - b. Review and Approval of Deductibles. No Deductibles.**Departmental Updates – Tim Stieve**
 - a. Monthly Report – Tim reviewed his monthly report. . **Motion by Johnson, 2nd by Miller to approve report. Carried.**
 - b. Review and approval 2014 Building Services, Insurance Fund & Landfill Budgets. Tim went through the budgets. Discussion followed. Riek went through spreadsheet of utilities and noted that these should be reduced. VonAsten noted that more funds should be added to the Major Repair line item to allow for repair of the Clock. **Motion by VonAsten to reduce the utility line items to be a 10% increase on the 2012 actual expenses and that \$50,000 be added to the major repair line item for 2014 budget, 2nd by Johnson. Motion Carried.**
 - c. Approve postage machine purchase. Tim reviewed pricing discussed last month. **Motion by Hartje, 2nd by Johnson to approve purchase. Carried.**
 - d. Approve contract with A&O for design services to continue conversion to digital controls from pneumatic controls. **Motion by Johnson, 2nd by VonAsten to approve the design services. Motion Carried.**
 - e. Approve Policy regarding Displays within the facilities. Tim reviewed the Policy; Tim noted this was previously part of the Arts & Humanities committee. **Motion by Johnson, 2nd by VonAsten to approve the policy. Motion Carried.**
 - f. Review and Approval of vouchers. **Motion by Johnson, 2nd by Hartje to approve the vouchers. Motion Carried**
9. Next Meeting date: Regular meeting is set for October 01, 2013 at 3:30 p.m.
10. Adjourn: **Motion by Hartje, 2nd by VonAsten to adjourn. Motion Carried.**

Respectfully submitted by:

Virgil Hartje, Secretary (Prepared by: Timothy R. Stieve)