

**SAUK COUNTY BOARD OF SUPERVISORS  
PROPERTY AND INSURANCE COMMITTEE MEETING  
October 01, 2013  
Approved Minutes**

Members Present: Virgil Hartje, David Riek, John Miller, Scott VonAsten, George Johnson  
Others Present: Timothy Stieve, Carl Gruber, Elizabeth Geoghegan, Julie Hyser, Mark Hanson, Nicole Querio

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 Johnson to adopt Agenda. Motion Carried.**
3. Adopt draft minutes of September 03, 2013 Meeting. **Motion by Johnson, 2<sup>nd</sup> by VonAsten to adopt the minutes. Carried**
4. Public comment: None.
5. Communications: Request from Baraboo Public Library for use of the Courthouse Lawn for the Thrill the **World Event on Saturday, October 26, 2013 from 2 – 5 pm. Motion by Johnson, 2<sup>nd</sup> by VonAsten to approve the request. Carried.**
6. Business Items:
  - a. Treasurer's Report – Liz discussed the listing of tax deed properties, which are all vacant lots except for (2) in the Town of Washington. Unless the property taxes are brought up to date, prior to the next County Board Meeting, the properties will be taken on tax deed. The Committee is set to meet at 5:30 p.m. prior to the County Board Meeting to discuss the value of each property and Liz will prepare a resolution to be signed by the committee at that time.
  - b. Tim discussed the results of the individual department's security concerns. Overall the departments have no major concerns. Some minor things have been done, such as installing chimes on entry office doorways. Tim will continue to monitor the requests and report if there are any changes.
  - c. Mark Hanson from Hoffman Planning, Design & Construction, Inc. presented his proposal for the Sauk County Buildings Energy Assessment. According to Mark his initial review indicates that the HCC and the LEC appear to be running a little higher on per square foot utility cost. The committee discussed what portion of the proposal they wanted to move forward with. Mark noted his proposals were based on a time and material with a not to exceed price. **Motion by Johnson, 2<sup>nd</sup> by VonAsten to approve the Basic Services Energy Usage Assessment & Facilities Walkthrough Audit for \$7,040.00 and the Preliminary Renewable Energy Financial Analysis for \$1,260.00 for a total of \$8,300.00. Carried.**
7. **Departmental Updates - Risk Management (Carl Gruber)**
  - a. Monthly Report – Carl reviewed his monthly report. **Motion by Johnson, 2<sup>nd</sup> by VonAsten to approve report. Carried.**
  - b. Review and Approval of Deductibles. No Deductibles.
  - c. Resolution of Approving Liability, Property & Workers Compensation Insurance Coverage, Carriers & Premiums for Sauk County from January 1, 2014 to December 31, 2014. **Motion by Johnson, 2<sup>nd</sup> by Hartje to approve the Carriers and Premiums. Carried.****Departmental Updates – Tim Stieve**
  - a. Monthly Report – Tim reviewed his monthly report, which included the cleanup of the old shooting range.
  - b. Review and Approval of vouchers. **Motion by Johnson, 2<sup>nd</sup> by Miller to approve the vouchers. Motion Carried**
8. Public Comment. None.
9. Next Meeting date: Special Meeting October 15<sup>th</sup> at 5:30 p.m., Regular meeting is set for November 05, 2013 at 3:30 p.m.
10. Adjourn: **Motion by Johnson 2<sup>nd</sup> by VonAsten to adjourn. Motion Carried.**

Respectfully submitted by:

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Virgil Hartje, Secretary (Prepared by: Julie Hyser)