

## FINANCE/PROPERTY/RESOLUTION COMMITTEE

February 11, 2010

The meeting was called to order at 1:00 p.m., February 11, 2010, by Chairperson, Mike Murray. Committee members present were Mike Murray, Pete Adler, Joe Komisar, and Dan Weiss.

Also present were Heidi Stewart, Darlene Brunner, Dennis Newton, Nancy Richardson, Andy Holmsteadt, Larry Krcmar, Steve Schofield and Marcia Bauer

Joe Komisar and Mike Murray reviewed and approved the vouchers at 12:00 p.m.

**1. Public Comments on Agenda Items**

No public comments on agenda items were presented.

**2. Approval of Minutes**

Joe made a motion to approve the minutes of the January 14<sup>th</sup>, 2010, Finance Property Committee meeting as published. Pete seconded. The vote was unanimous.

**3. Nancy Richardson – Selling the tax deed property in Pepin on a land contract.**

Nancy discussed the cost of selling the tax deed property (the Tutwiller property) the County owns in Pepin. She stated that according to Wis. State Statute, this land could be sold on land contract, if there was a desire to do so.

Heidi Stewart asked if the Health Department could use grant money to boost the alarm system on the refrigeration unit used to store vaccines held in their office. The new system would sound an alarm when the temperature inside the unit fell below required temperatures and would also call the Sheriff's Dept, notifying them that there is a problem. Heidi stated that a Budget Modification would have to be made to cover this expense.

Heidi also informed the Committee that she has obtained a \$4,000.00 grant for car seat purchases. She stated that all child car seats should be replaced if the seat was in an accident and also if it is older than 5 years old.

Resolutions for the March County Board meeting were signed at this time.

**4. Darlene Brunner – Government Center – maintenance and repairs**

Darlene informed the Committee that certain areas of the Government Center were in need of repair and the windows and doors need caulking. Dennis showed pictures of the needed repairs. Darlene was informed to get quotes for the needed repairs and to bring them back to the Committee at a future meeting.

Dennis noted that the chairs outside the Sherriff's Office were tattered and badly worn and should be replaced. This was referred to the Law Enforcement Committee to see if there were funds available in the Jail Improvement funds.

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Andy stated that he had been working on the heating system circulating pumps. He stated that the repair work could be done for \$300.00 to \$500.00, as compared to assembly replacement at \$1,250.00. His plan is to rebuild and change out the second bearing assembly, in house, as it is sounding rough and then rebuild the third assembly for backup.

Andy has made new maps detailing the layout of the Government Center's interior rooms and upgrading the building map to current configurations after the additions and remodeling had been completed.

It was noted that the backup generator has been operating without issue during bi-monthly test runs and replacement cost has not been pursued as of yet.

It was brought to the Committee's attention that there was settling in the three level section of the Government Center building, noted by the cracked walls on the third floor. It was suggested that maybe an outside source be called in to assess these conditions.

#### **Cedar Corporation – Remodel Change Order Denials**

Darlene shared a letter written by Cedar Corporation to Glaus Brothers Contracting, Inc. In this letter, Cedar Corp. responded to the change order submitted on December 2, 2009, by denying it, stating the work was not completed by the time specified nor the budget estimate given. Another change order was denied on the basis that it should have been included in the contract price. The third change order was denied on the basis that for the first inspection, no one from Mitchell/Hanson Electric, Inc. showed up for the elevator inspection until after the elevator had failed inspection.

#### **5. Larry Krcmar – Discussion regarding EO Johnson Company's request to survey our printers/copiers.**

Larry discussed the plan presented by EO Johnson for saving the county money on our printers and copiers. EO Johnson would do an audit of all the printers and toners used in the building in order to save the County money. This audit would be free if the County were to sign a 5 year contract for EO Johnson to supply all future printer/copier needs.

#### **6. Marcia Bauer – County Easement issues in the Town of Waterville.**

Marcia presented a letter to the Committee from Philip A. Helgeson, Attorney at Law representing Heywood, Cari and Anderson Law Firm. The letter stated that Mr. Helgeson was counsel for Gregory Vaneman, Town of Waterville resident. The letter stated that Pepin County may claim an interest in a section of land, where an easement was granted to Roland and Diana Reed. The letter continues to state that Mr. Helgeson's Office is considering bringing the County into a lawsuit to sort out the County's interest in this land. The County Treasurer, County Register of Deeds, the Highway Commissioner and the County Sherriff's Office are all aware of what has been happening with this piece of land. It was the Committee's decision to wait until a formal lawsuit has been declared before spending more taxpayer money researching this case.

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**Upcoming Election Workshops**

Marcia invited the Committee Members to attend one of the three Election Workshops her office is presenting. The workshops are free and details many of the changes happening in the State of Wisconsin as far as elections are concerned.

Mike asked about the server and the room the server is stored in on first floor. It was stated that the door to the room was left open most of the time because heat builds up in the room and causes the server to malfunction. Leaving the door open could cause security problems.

It was brought to the attention of the Committee that an order for property assessment cards was recently placed and the order received. These cards are ordered every three years or so and was not budgeted for. According to WI State Statutes, these forms are to be provided to all Assessors and be paid for by the County. Joe made a motion to pay Bear Graphics for this order and charge the Real Property Lister's account. A budget modification will have to be made in order for these cards to be paid for and charged to the County Treasurer's budget account. The motion was seconded by Dan. The vote was unanimous.

**7. Review of vouchers and journal entries for January, 2010**

Joe made a motion to approve non-check transfers vouchers numbers 4-10 through 15-10 dated 01-16-10 through 2-12-10, regular vouchers already paid numbers 122 through 259 and vouchers being processed today numbered 260 through 299. Also to approve payroll vouchers V8800-9156 dated 1-9-1010 through 02-12-2010. Seconded by Pete. The vote was unanimous.

**8. Committee members to review vouchers.**

Joe Komisar and Dan Weiss will review vouchers at the March 11, 2010, meeting.

**9. Public Concerns on issues other than agenda items.**

There was a concern that the Humane Society staff is choosing to take animals to Eau Claire Veterinary Clinics instead of going to local veterinarians. It was noted that there are no local Veterinarians spaying or neutering cats and dogs, and any animal in need of this surgery has to be taken outside of the county.

Motion by Pete, seconded by Joe, to adjourn. The vote was unanimous with the meeting ending at 2:47 p.m.

Respectfully submitted,

Marcia R. Bauer  
Pepin County Clerk