

**ADMINISTRATION COMMITTEE
MARCH 17, 2015
MINUTES**

Committee members present: Chairman David Hintz, Ted Cushing, Robb Jensen, Bob Mott. Absent: Sonny Paszak (excused).

Others present: Brian Desmond (Corporation Counsel), Roger Luce (OCEDC) and Kerri Ison (recording secretary).

Call to order and Chairperson's announcements:

- Chairman David Hintz called the meeting to order at 9:10 a.m. in the Committee Room #1, second floor of the Oneida County Courthouse. The meeting was properly posted and mailed in accordance with the Wisconsin Open Meeting Law and the facility is handicap accessible.

Approve agenda: Motion by Cushing/Mott to approve today's amended agenda as presented. All ayes; motion carried.

Consider and approve the County Risk Manager's recommendations concerning insurance requirements in various contracts:

- Truancy contract: Contract with Options Counseling Services for truancy court and follow up screenings. Standard insurance requirements apply. Requesting waiver of automobile insurance as they do not transport youth.
- Tower Lease contract: Lease agreement with Verizon Wireless to use space on the tower in the Nokomis area. Recommending \$4 million commercial general liability insurance above standard requirement.
- Digital Orthoimagery contract: contract with Ayres & Associates for aerial photos of the County through the Land Information Department. Standard insurance requirements. Additionally, \$1 million single/\$5 million in the aggregate professional liability limits and \$1 million/occurrence aircraft insurance.

Motion by Mott/Hintz to approve the County Risk Assessor's recommendations concerning insurance requirements as discussed. All ayes; motion carried.

Public comments: Luce hopes the Administration Committee will consider \$1 million liability limits in the future regarding smaller towers.

Items for future agenda(s):

- Date to be determined.
- Items for next agenda include telephone invoice analysis and videoing County Board meetings.

Adjournment: Motion by Cushing/Mott to adjourn at 9:15 a.m. All ayes; motion carried.

Respectfully submitted,

Kerri Ison, Recording Secretary

David Hintz, Chair