



GREEN LAKE COUNTY OFFICE OF THE COUNTY CLERK

Margaret R. Bostelmann, WCPM
County Clerk

Office: 920-294-4005
FAX: 920-294-4009

Property & Insurance Committee Meeting Notice

Date: December 1st, 2015 Time: 5:00 PM

Location: Government Center, County Board Room, 571 County Road A, Green Lake WI

AGENDA

Committee Members

Gene Thom, Chairman
Harley Reabe, Vice-Chair
Patti Garro
Vicki Bernhagen
Richard Trochinski

Margaret R. Bostelmann
Secretary

No Per Diem for
Non-committee
Members

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Agenda
5. Minutes: 11/3/15
6. Correspondence
7. Public Comments (3 min limit)
8. Appearances
9. Izaak Walton League Gift of Property to Green Lake County
10. Green Lake Trail Project Update – Engineering Services
11. Use of County Property
12. Purchase Requests
13. Monthly Vouchers
14. Resolutions/Ordinances
15. Maintenance Report
 - Monthly Activities
16. Parks & Recreation
17. Clerk's Report
 - Property Insurance Review for Discussion and Action
18. Committee Discussion
 - Future Meeting Dates: Regular Meeting January 5, 2016 at 5:00 PM
 - Future Agenda items for action & discussion
19. Adjourn

Kindly arrange to be present, if unable to do so, please notify our office. Sincerely, Margaret R. Bostelmann, County Clerk

Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or audio assistance, should contact the County Clerk's Office, 294-4005, not later than 3 days before date of the meeting.



GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

Original Post Date: 11/24/15

Amended* Post Date:

The following documents are included in the packet for the Property and Insurance Committee on December 1, 2015:

- 1) Agenda
- 2) Draft minutes from the 11/3/15 meeting
- 3) Maintenance Report

PROPERTY AND INSURANCE COMMITTEE
November 3, 2015

The meeting of the Property and Insurance Committee was called to order by Chair Gene Thom on Tuesday, November 3, 2015 at 5:00 PM in the Green Lake County Board Room, Green Lake County Government Center, 571 County Road A, Green Lake, WI. The requirements of the open meeting law were certified as being met. The pledge of allegiance was recited.

Present: Gene Thom
Harley Reabe
Vicki Bernhagen
Richard Trochinski
Patti Garro

Also Present: Marge Bostelmann, County Clerk
Scott Weir, Maintenance
Sheriff Podoll
Dawn Klockow, Corporation Counsel
Amy Brooks, Highway
Paul Quinn

AGENDA

Motion/second (Trochinski/Bernhagen) to approve the amended agenda. Motion carried.

MINUTES

Motion/second (Reabe/Bernhagen) to approve the minutes of October 10, 2015. Motion carried.

CORRESPONDENCE – None

PUBLIC COMMENT – None

APPEARANCE – None

IZAAK WALTON LEAGUE GIFT OF PROPERTY TO GREEN LAKE COUNTY

Klockow has spoken with Attorney Mike Lehner. Klockow had a question on the lease agreement they have with Mascoutin for a use of part of the property. Lehner will be looking into it and then they will meet again.

MULTI USE TRAIL UPDATE

- Engineering: MSA has been working with Green Lake Greenways on the project. Some engineering has to be completed for the DOT to approve a permit for the trail. The DNR grants will pay for the engineering. More information and the MSA contract will be provided to the committee at the next meeting.

USE OF COUNTY PROPERTY

Sheriff Podoll thanked the committee for the use of Zobel Park for their search and rescue exercise. It was a very successful multi-jurisdictional training.

PURCHASE REQUESTS – None

COMMITTED FUNDS

Bostelmann stated that she will request the same committed funds as in past years: 911, 911 user fees, copy machines and loss control.

For maintenance the committed funds are: Maintenance ADA/Security, maintenance improvements, maintenance capital equipment, parks projects, boat launch projects, parks donations sale of recycled material and adding Green Lake Trail Project as a restricted fund.

MONTHLY VOUCHERS

Vouchers were presented:

- Purchasing: \$11,233.55
- Maintenance: \$4,269.84
- Radio Tower: \$111.97
- Parks: \$2,590.34

Motion/second (Reabe/Garro) to approve the vouchers as presented. Motion carried.

RESOLUTIONS/ORDINANCES – None

MAINTENANCE REPORT

The Report was submitted to the Committee.

- Monthly activities – The report was reviewed.

PARKS & RECREATION

The Parks report was reviewed.

- Mascoutin Trail Access of Private Land Locked Property: Paul Quinn asked permission to access land locked property that he recently purchased. He is requesting permission to occasionally use a motorized vehicle on the trail.

Motion/second(Garro/Trochinski) to approve Quinn using the trail occasionally and that Klockow draft an agreement between Quinn and the County. Motion carried. Bostelmann will sign the agreement.

CLERKS REPORT

- Loss Control Meeting update: The notes of the meeting were presented to the Committee.
- Property Insurance Review: Bostelmann presented the proposals from AEGIS and the Local Government Insurance. The cost difference is about \$12,000 with County Mutual being less expensive. Bostelmann will ask LGPI fund for a proposal with a \$5000 deductible. If County Mutual is still less expensive then Bostelmann is to move forward with binding the insurance.

COMMITTEE DISCUSSION

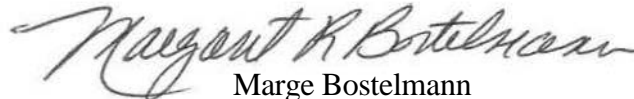
Future Meeting Date: Regular Meeting: December 1, 2015 at 5:00 pm.

Future Agenda items for action & discussion:

ADJOURNMENT

Motion/second (Reabe/Trochinski) to adjourn at 5:30 pm. Motion carried.

Submitted by,



Marge Bostelmann
County Clerk

DRAFT

December 1, 2015
Property & Insurance Committee
Maintenance /Parks & Recreation Department
Monthly Report

Highway Departments 1-2

Replaced bonnet switch reznor heater south-2
Replaced thermostat reznor heater south-2
Replaced hinges (2) roller #5 door 12-2- Overhead Door Co.-2
Repaired service door lockset north end-1
General maintenance performed
Scheduled maintenance performed

Towers

Night beacon out-Green Lake-reported to Communication Admin.
Scheduled Maintenance performed
General Maintenance performed

571 County Road A

Replaced defective emergency light south wall Courtroom A
Installed defib cabinet in main hall between Court Room A/B
Reconfigured environments room 1123 HHS
Replaced ballast in emergency exit stairwell phase 1 (HHS area)
Replaced floor/chair matting-Communications
Repaired door #7 locking bar-Corrections
Repaired security light over key fob kitchen sally port-Corrections
Unplugged male Huber locker room shower drain-Corrections
Repaired light unit E 4 cell-corrections
Relocated maintenance/mail clerk office to maintenance training room-Phase 1 LL
Relocated office supply area to maintenance receiving area –built wall/door-Phase 1 LL
Relocated maintenance training area to maintenance/mail clerk area along with wall and door installed
for new maintenance tech office-Phase 1 LL
Installed dividing wall to have separate rooms for maintenance/janitorial supply-maintenance work area
Phase 1 LL
Scheduled Maintenance performed
General Maintenance performed

Lake Steel Street

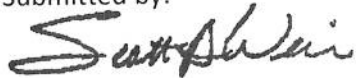
Scheduled Maintenance performed
General Maintenance performed

Parks

General Maintenance performed
Scheduled Maintenance performed

Office Supply Requests-52
Maintenance Supply Requests-23
Maintenance Work Order Requests-17

Submitted by:

A handwritten signature in black ink, appearing to read "Scott A. Weir". The signature is written in a cursive style with a large, stylized initial 'S'.

Scott A. Weir
Maintenance Supervisor/Parks Director
Green Lake County