



GREEN LAKE COUNTY
571 County Road A, Green Lake, WI 54941

Original Post Date: 12/28/2016

Amended* Post Date:

The following documents are included in the packet for the Property and Insurance Committee on January 3, 2017:

- 1) Agenda
- 2) Draft minutes from the 12/06/2016
- 3) Purchase Requests for Highway Power Washer and IT Server
- 4) Maintenance Monthly Activities Report



GREEN LAKE COUNTY OFFICE OF THE COUNTY CLERK

Elizabeth Otto
County Clerk

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

Property & Insurance Committee Meeting Notice

Date: January 3, 2017 Time: 5:00 PM

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

Amended** AGENDA

Committee Members

Vicki Bernhagen, Chairman
Patti Garro, Vice Chair
Michael Starshak
Robert Lyon
Richard Trochinski

Elizabeth Otto, Secretary

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Agenda
5. Minutes: 12/06/2016
6. Parks and Recreation Fund
7. Correspondence
8. Public Comments (3 min limit)
9. Izaak Walton League Gift of Property to Green Lake County
10. Use of County Property
 - Green Lake Yacht Club Regatta – August 2018**
11. Purchase Requests
 - Highway-Power Washer
 - IT- Server*
12. Resolutions/Ordinances
13. Green Lake Multi Use Trail
14. Maintenance Report
 - Monthly Activities
15. Parks & Recreation Report
16. Clerk's Report
17. Committee Discussion
 - Future Meeting Dates: Regular Meeting February 7, 2017 at 5:00 PM
 - Future Agenda items for action & discussion
18. Adjourn

Kindly arrange to be present, if unable to do so, please notify our office. Sincerely, Elizabeth Otto, 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.

PROPERTY AND INSURANCE COMMITTEE
December 6, 2016

The meeting of the Property and Insurance Committee was called to order by Chair, Vicki Bernhagen, on Tuesday, December 6, 2016 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: Vicki Bernhagen
Richard Trochinski
Bob Lyon
Patti Garro

Absent: Mike Starshak

Also Present: Marge Bostelmann, County Clerk
Cathy Schmit, Administrator
Harley Reabe, Board Chair
Joy Waterbury, Supervisor
Darlene Krentz and Mike Yasick from the Princeton Snowmobile Club

Dawn Klockow, Corporation Counsel
Scott Weir, Maintenance
Jason Jerome, HHS Director
Bill Hutchison, IT Director

AGENDA

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

MINUTES

Motion/second (Garro/Trochinski) to approve the minutes of November 1, 2016. Motion carried.

OPEN SNOWMOBILE BRIDGE BIDS

One bid was received from Modern Pole

The bid for the two bridges was: \$47,250.00

Motion/second(Garro/Lyon) to approve the bid pending review by Maintenance Supervisor, Scott Weir, verifying that DNR specifications were met and review by Corporation Counsel, Dawn Klockow. Motion carried.

IT SERVER HVAC ISSUE

A letter from Joy Waterbury was reviewed. The Committee made a motion last month to monitor the situation. Hutchison is glad that all the parties are discussing this and noted that more than IT equipment is in the area. The area also houses the fire alarm control, security panel and cameras, state equipment for the Courts and District Attorney and the main phone system. Weir explained how the heating/cooling system is set up. Waterbury stated that she was not aware that the letter she wrote was not included in the packet last month and wanted to make sure the committee was aware of the letter and wanted it discussed. The situation will continue to be monitored.

PARKS AND RECREATION FUND

Bostelmann stated that the Park and Recreation Fund which was part of the Green Lake County/Ripon Foundation has been closed and the close out check for \$3,520.63 has been received and deposited in the Parks Donation account for ADA playground equipment.

CORRESPONDENCE – None

PUBLIC COMMENT – None

IZAAK WALTON LEAGUE GIFT OF PROPERTY TO GREEN LAKE COUNTY

Klockow met with Attorney Lehner and members of the Izaak Walton league. Lehner will draft the easement for the golf course. Once the easement is filed, Klockow will draft a resolution to go to the County Board.

USE OF COUNTY PROPERTY – None

PURCHASE REQUESTS

Sheriff's Office:

(2) LiveScan Units with printers MorphoTrak \$13,537.00 – recommended
State of Wisconsin ID partner for 20 years

Motion/second(Trochinski/Garro) to approve the purchase of the 2 LiveScan Units with printers. Motion carried.

MONTHLY VOUCHERS – Approved by Administrator

RESOLUTIONS/ORDINANCES – None

GREEN LAKE MULTI USE TRAIL

No update.

MAINTENANCE REPORT

The Report was submitted to the Committee.

- Monthly activities – The report was reviewed.

PARKS & RECREATION REPORT

The Parks report was reviewed.

- Activities – Activities were reviewed.

CLERKS REPORT – None

COMMITTEE DISCUSSION

Future Meeting Date: January 3, 2017 at 5:00 pm.

Future Agenda items for action & discussion:

ADJOURNMENT

Bernhagen adjourned the meeting at 5:27 PM.

Submitted by,

Marge Bostelmann
County Clerk

REQUEST FOR PURCHASE APPROVAL

ITEM TO BE PURCHASED: Power Washer

DEPARTMENT: Highway

ACCOUNT NUMBER: 16-701-29-53230-314-000 (Shop)
16-701-29-53310-350-000 (Gen Maint.)
16-701-29-53311-350-000 (Winter Maint.)

GOVERNING COMMITTEE: Highway

Approval Date: December 14, 2015

PROPERTY AND INSURANCE APPROVAL DATE:

REASON FOR PURCHASE: Power washers needed, one for each shop.

BID INFORMATION:

MSE Midwest Service Equip Inc.	\$3,620 each	\$7,240.00 for two	**recommended
Hydroclean Equip Inc.	\$4,750 each	\$9,500.00 for two	

MSE MIDWEST SERVICE EQUIPMENT INC.

24023 Burmeister Rd. Union Grove, WI. 53182. PH. 262-679-2777

Green Lake Co. Hwy Dept.

Date: 11/21/16

ATTN: Aaron Wagner awagner@co.green-lake.wi.us

Quote # 112116

ALKOTA MODEL 420X4

- 3.7 GPM @ 2000 PSI
- 5 Hp High Efficiency Motor 230 V 1 Ph.
- Belt Driven Tri-Plex Oil bath Pump
- Stainless Steel Float Tank
- 4 Pneumatic Wheels
- 350,000 BTU burner
- 50' X 3/8" X 1W Hose Assy.
- Trigger Gun Control W/ 48" Pressure Wand
- 7 Yr Warranty on Coil Assy.

Cost: \$ 3,620.00

<u>OPTIONS</u>	<u>ADD</u>
360 degree Hose Reel	\$ 280.00
Variable Pressure Wand/Downstream soap injector	\$ 160.00
100' Hose assy.	\$ 100.00

Delivery : 1-2 wks

Freight: N/C

By: David Satterwaite



Hydroclean Equipment, Inc.
 PO Box 58
 DePere, WI 54115-0058
 Phone # 920-337-0109

Quotation

Quote To
Green Lake County Hwy Dept. PO Box 159 Green Lake, WI 54941

Sales Rep	Date	FOB	Terms	Ship Via	Proposed Shipping Date
REP 4	11/14/2016		Net 30		

Qty	Part No.	Description	Unit Price	Total
1	420X4	420X4, 3.6 GPM @ 2000 PSI, 230V, 1 PH, 5 HP, BELT DRIVEN TRI-PLEX PLEX PUMP.	\$4750.00	\$4750.00
1	420X4	420X4, 3.6 GPM @ 2000 PSI, 230V, 1 PH, 5 HP, BELT DRIVEN TRI-PLEX PLEX PUMP.	\$4750.00	\$4750.00

Quotation prepared by: REP 4

Quotation valid until:

To accept quotation, sign here and return:

Subtotal	\$9500.00
Shipping	\$0.00
Sales Tax	\$0.00
Total	\$9500.00

 Signature

 Date



Green Lake County IT Department - Purchase Requests

*account number=(year)-100-25-51450-xxx-000

Item #	Item	Quantity	*Account Number	Reason for Purchase	Vendor	Price per Item	Total	Delivered Price?
1	Server	1	810	Server for permit software (Transcendent)	Silicon Mechanics	\$5,651.00	\$ 5,651.00	Yes
					Thinkmate	\$ 6,105.00	\$ 6,105.00	Yes

*Approved by IT Committee December 6, 2016

January 3, 2017
Property & Insurance Committee
Monthly Report
Maintenance/Parks & Recreation Departments

Highway Departments 1 & 2

Replaced damaged window-breakroom – Hwy 1
Replaced door roller top panel door #1 – Hwy 2
Replace photo eye fueling are lights – Hwy 2
General Maintenance performed
Scheduled Maintenance performed

FRI

Repaired toilet seat men's restroom front office
Replaced defective exterior outlet north loading dock-replaced with exterior box/cover and GFI outlet

Towers

Reset emergency generator over-crank alarm – Princeton
Replaced defective battery tender emergency generator – Berlin
Replaced defective battery emergency generator - Berlin
General Maintenance Performed
Scheduled Maintenance Performed

500 Lake Steel Street

Modified and installed plastic pallets for cooler/freezer per request – Food Pantry
General Maintenance performed
Scheduled Maintenance performed

571 County Road A

Replaced 2 chair lift cylinders – Communications
Unplugged toilets pod area - 2 - Corrections
Replace main o-ring dish washer – kitchen – Corrections
Replaced o-rings faucet – cold water
Replaced bulb walk in cooler – kitchen – Corrections
Replaced ballast light fixture unit B cell #9 – Corrections
Reset clock unit J after emergency generator load test – Corrections
Repaired flush button unit E cell #5 toilet – Corrections

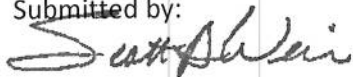
Installed removed detention stool unit D new 4- 3 1/2" cement anchors - Corrections
Disposed of old sanitation chemicals (17 gallons) per request – kitchen - Correction
Assembled and installed desk/table top organizer –front probate area - Courts
Repaired task light fixture – LUPZ
Assembled and installed 4 work stations for trial use – CC – HHS
Repaired damaged room divider nurses screen room - HHS
Conducted emergency generator load test – Operated as designed
Installed safety ice alert stations on entrances to facility
All elevators inspected/ serviced – Otis Elevator
General Maintenance performed
Scheduled Maintenance performed

Parks

General Maintenance performed
Scheduled Maintenance performed

Office Supply Requests-90
Maintenance Supply Requests-15
Maintenance Work Order Requests-29

Submitted by:



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