

**PROPERTY AND INSURANCE COMMITTEE**  
**November 7, 2017**

The meeting of the Property and Insurance Committee was called to order by Chair Vicki Bernhagen, on Tuesday, November 7, 2017 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  
Patti Garro  
Robert Lyon  
Richard Trochinski  
Michael Starshak

Also Present: Liz Otto, County Clerk  
Scott Weir, Maintenance Supervisor  
Cathy Schmit, County Administrator  
Amy Brooks, Hwy Commissioner  
Mark Podoll, Sheriff (5:05)

Dawn Klockow, Corporation Counsel  
Tony Daley, Berlin Journal  
Harley Reabe, County Board Chair  
Karen Davis, HHS Admin Asst

**AGENDA**

*Motion/second (Garro/Trochinski)* to approve the amended agenda. All ayes. Motion carried.

**MINUTES**

*Motion/second (Garro/Trochinski)* to approve the minutes of October 3, 2017. All ayes. Motion carried.

**CORRESPONDENCE** – none

**PUBLIC COMMENTS** – none

**APPEARANCES**

- Jerry Specht – Preserving Camp Grow
- No appearance.

**DISCUSSION AND POSSIBLE ACTION ON PRESERVING CAMP GROW**

Corporation Counsel Dawn Klockow stated that the Attorney General has put forth an opinion in regard to appropriating money to a non-profit organization. Discussion held including timing and funding issues. No further action will be taken per Chair Bernhagen.

**PARKING LOT LIGHTING**

County Board Chair Harley Reabe requested that the parking lot lights remain on until all meetings are complete at night. Discussion held. Maintenance Supervisor Scott Weir will change the timing on the lights to 10:00 PM Monday through Friday.

**USE OF COUNTY PROPERTY** - none

## **DONATION AND INSTALLATION FOR DAIRY BARN**

Highway Commissioner Amy Brooks stated that the Highway committee approved the donation with the stipulation that a licensed plumber perform the installation. *Motion/second (Garro/Trochinski)* to approve donation and installation as outlined by the Highway committee. All ayes. Motion carried.

## **BUDGET ADJUSTMENTS**

- Maintenance – transfer \$9,300 from Contingency to Maintenance Service Contracts to cover the cost of a security study by Potter Lawson for the West Wing.

*Motion/second (Garro/Lyon)* to approve budget adjustment. Ayes – 4, Nays 1 (Starshak). Motion carried.

## **PURCHASE REQUESTS**

- iPhone for Drug Court Coordinator

*Motion/second (Trochinski/Garro)* to approve the iPhone for the Drug Court Coordinator. All ayes. Motion carried.

- HP Z240 Desktop Computers – IT (Land Conservation, GIS)
- Alio Purchase Card module – IT

*Motion/second (Lyon/Garro)* to approve the HP Z240 Desktop Computers and the Alio Purchase Card module. All ayes. Motion carried.

- Exhaust fan – Highway  
2 bids received – Brewer Heating & Cooling - \$6,784.00 (recommended)  
Condon Total Comfort - \$6,875.00

*Motion/second (Garro/Starshak)* to approve the purchase of an exhaust fan from Brewer Heating for \$6,784.00. All ayes. Motion carried.

## **RESOLUTIONS/ORDINANCES**

- Relating to Accepting a Donation of Property from the Izaak Walton League for the Green Lake County Parks System

*Motion/second (Starshak/Garro)* to forward the resolution to the County Board for final approval. Discussion held. All ayes. Motion carried.

## **MAINTENANCE REPORT**

The Report was submitted to the Committee.

- Monthly activities reviewed.

## **PARKS & RECREATION REPORT**

- The report was reviewed.

**COMMITTEE DISCUSSION**

**Future Meeting Date:** December 5, 2017 at 5:00 pm.

**Future Agenda items for action & discussion:**

**ADJOURNMENT**

Chair Bernhagen adjourned the meeting at 5:27 PM.

Submitted by,

Elizabeth Otto  
County Clerk

DRAFT