



GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

Original Post Date: 11/02/17

Amended* Post Date:

The following documents are included in the packet for the Property and Insurance on November 7, 2017:

- 1) Amended Agenda
- 2) Draft minutes from 10/03/17
- 3) Donation and Installation for Dairy Barn
- 4) Budget Adjustments
- 5) Purchase Requests
- 6) Resolution Relating to Accepting a Donation of Property from the Izaak Walton League for the Green Lake County Park System
- 7) Maintenance Monthly Activities



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: November 7, 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: 10/03/17
6. Correspondence
7. Public Comments (3 min limit)
8. Appearances:
 - Jerry Specht- Preserving Camp Grow
9. Discussion and possible Action on Preserving Camp Grow
10. ~~*Izaak Walton League Gift of Property to Green Lake County~~
11. *Parking lot lighting
12. Use of County Property
13. Donation and Installation for Dairy Barn
14. Budget Adjustments
15. Purchase Requests
 - iPhone for Drug Court Coordinator
 - HP Z240 Desktop Computers-IT
 - Alio Purchase Card Module-IT
 - Exhaust Fan-Highway
16. Resolutions/Ordinances
 - *Relating to Accepting a Donation of Property from the Izaak Walton League for the Green Lake County Parks System
17. Maintenance Report
 - Monthly Activities
18. Parks & Recreation Report
19. Committee Discussion
 - Future Meeting Dates: Regular Meeting December 5, 2017 -5:00 PM
 - Future Agenda items for action & discussion
20. Adjourn

*stricken from the agenda

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
October 3, 2017

The meeting of the Property and Insurance Committee was called to order by Chair Vicki Bernhagen, on Tuesday, October 3, 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

Absent: Michael Starshak

Also Present: Liz Otto, County Clerk
Scott Weir, Maintenance Supervisor
Tony Daley, Berlin Journal
Amy Brooks, Hwy Commissioner
Mark Podoll, Sheriff

Dawn Klockow, Corporation Counsel
Ed Schuh, Fox River Industries Manager
Cathy Schmit, County Administrator
Lauree Renaud, Green Lake Greenways

AGENDA

Chairman Bernhagen stated that Item #18 on the agenda will be moved to follow Appearances and #16 will follow Public Comments. *Motion/second (Garro/Lyon)* to approve the amended agenda. All ayes. Motion carried.

MINUTES

Motion/second (Lyon/Trochinski) to approve the minutes of September 5, 2017. All ayes. Motion carried.

CORRESPONDENCE – none

APPEARANCES

- Lauree Renaud – Multi Use Trail Easements

Lauree Renaud stated she asked to be put on the agenda so she could speak if there are questions on the easements.

GREEN LAKE MULTI USE TRAIL

- Approval of easements

Corporation Counsel Dawn Klockow explained that with the change in county government structure from Administrative Coordinator to County Administrator any implementation issues are now decided by Cathy Schmit. The Memo of Understanding was previously approved in 2013. No action taken.

PUBLIC COMMENT

Sanitary District President Jerry Specht informed the committee that Camp Grow is for sale for \$4,000,000. The Sanitary District and Green Lake Conservancy is interested in purchasing the 40 acre property to preserve its natural state and be open to the public for various nonimpact outdoor recreational activities. They have started a fund-raising campaign and would need \$2,000,000 to match a grant that, if approved, would provide the other half of the appraised value. Specht asked to be placed on the November agenda.

UPDATE ON FOX RIVER INDUSTRIES LEASE AGREEMENT

Corporation Counsel Dawn Klockow states that the new lease has been negotiated and signed per the guidelines provided by the P&I committee in Closed Session at the September meeting.

IZAAK WALTON LEAGUE GIFT OF PROPERTY TO GREEN LAKE COUNTY

Corporation Counsel Dawn Klockow stated that Attorney Dan Sondalle is working on the transfer documents.

ELECTRIC BICYCLES ON MASCOUTIN STATE TRAIL

Parks Supervisor Scott Weir stated that the County received an email from the DNR stating that we need to decide whether or not to allow electric bikes on the Mascoutin Trail by October 6, 2017. If the County decides to prohibit electric bikes, we are required to post notice on the trail. Discussion held. Lauree Renaud stated that the other 2 counties that manage the Mascoutin Trail are not allowing electric bikes. PDMD (Power-Driven Mobility Devices) for persons with disabilities would still be allowed by a permit available in the County Clerk’s office.

Motion/second (Garro/Trochinski) to prohibit the use of electric bikes on the Mascoutin Trail. All ayes. Motion carried.

USE OF COUNTY PROPERTY - none

BUDGET ADJUSTMENTS - none

PURCHASE REQUESTS

- HVAC system for Fox River Industries
 - 3 bids received: Brewer Heating and Cooling - \$13,912
 - Berlin Heating and Cooling - \$8,820
 - Condon Total Comfort - \$7,855

Fox River Industries Unit Manager Ed Schuh stated that the HHS Committee has recommended Berlin Heating & Cooling. Discussion held.

Motion/second (Garro/Lyon) to approve the bid from Berlin Heating and Cooling for \$8,820. All ayes. Motion carried.

2018 HEALTH INSURANCE COST

County Clerk Liz Otto stated that Group Health Trust has proposed be an 8% increase in our health insurance premiums for 2018. County Administrator Cathy Schmit is looking at options to decrease that to 3.3% by increasing employee deductibles to \$2000/\$4000 instead of the current \$1500/\$3000.

RESOLUTIONS/ORDINANCES – none

POTTER LAWSON SECURITY PROPOSAL

County Administrator Cathy Schmit informed the committee that she was approached by several employees and Department Heads with concerns regarding the current security in the West Wing. Potter Lawson has provided a contract to study the options available to increase security. Bernhagen questioned the budget impact and Schmit stated this would come out of the contingency fund. Sheriff Podoll expressed a need for the study.

Motion/second (Garro/Trochinski) to contract with Potter Lawson to study the options available for a security upgrade. All ayes. Motion carried.

MAINTENANCE REPORT

The Report was submitted to the Committee.

- Monthly activities reviewed. Maintenance Supervisor Scott Weir thanked his employees for their assistance in the roofing project at the Lake Steel St. building.

PARKS & RECREATION REPORT

- The report was reviewed.

COMMITTEE DISCUSSION

Future Meeting Date: November 7, 2017 at 5:00 pm.

Future Agenda items for action & discussion: Camp Grow discussion, budget adjustment for security upgrade

ADJOURNMENT

Chair Bernhagen adjourned the meeting at 5:37 PM.

Submitted by,

Elizabeth Otto
County Clerk

From: [Pence, Becky](#)
To: [Otto, Liz](#); [Stobbe, Samantha](#)
Cc: [Brooks, Amy](#)
Subject: P&I
Date: Monday, October 23, 2017 9:26:20 AM

Use of County Property

Commissioner Brooks explained the Fair received a donation for installing three faucets on the west side of the Dairy Barn. We will require a licensed plumber for the installation.

Motion/second (Slate/Mulder) to approve a licensed plumber to install three faucets on the west side of the Dairy Barn. All Ayes. Motion Carried.

Becky Pence
Administrative Assistant
Green Lake County
Highway Department
920-294-4060

GREEN LAKE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: October 4, 2017
 Department: Maintenance (Safety & Securities)
 Amount: \$9,300.00
 Budget Year Amended: 2017

Source of Increase / Decrease and affect on Program:
 (If needed attached separate brief explanation.)

Transfer funds from Contingency to cover the cost of a four part security study by architectural firm Potter Lawson. The proposed study is to assist in addressing a multitude of security concerns in the West Wing of the Government Center. The results of the proposal will provide possible options to the County for addressing the security related concerns.

Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ -	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
17-100-06-51600-209-000	Contracted Services		\$ 9,300.00	\$ 9,300.00
17-101-00-58000-000-000	Contingent Funds	\$ 403,746.03	\$ (9,300.00)	\$ 394,446.03
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ -	

Department Head Approval: *Catherine J. Schmit*
 Date Approved by Committee of Jurisdiction: _____

Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: _____

Date Approved by County Board: _____

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: _____

Budget Adjustment

Purpose

To comply with State Statute 65.90 (5)

Policy

A budget adjustment should be made when increasing /(decreasing) both your revenue budget and expenditure budget. These changes come from new grants or changes in grant monies, transfers from sources in the county outside a department's original budget, etc. No budget line item should exceed the adopted budget at any time during a fiscal year.

Procedure

To initiate a budget adjustment, the department head shall notice the review, discussion & action of this completed & signed form on the next monthly meeting agenda of their committee of jurisdiction. If the Budgetary Adjustment is approved by the committee of jurisdiction the signed copy of this form along with a copy of the meeting minutes shall be forward to the County Clerk to be noticed on the Finance Committee agenda for review, discussion & action. Upon Finance Committee approval the signed Budgetary Adjustment form shall be forwarded to the County Clerk to be notice on the County Board agenda for review, discussion and action. Per WI Stats 65.90(5)(a) the Budgetary Adjustment must be authorized by a vote of two-thirds of the entire membership of the County Board. A department representative must be available at each meeting to address any questions or concerns that may arise during review and discussion.



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	HP Z240 desktop computer	5	810	Land Cons, GIS	PDS	\$1,812.40	\$9,062.00	Yes
					State Contract			
2	Alio Purchase Card module	1	810	Manage credit card charges	Weidenhammer	\$3,258.00	\$3,258.00	n/a
					Sole Provider			

Approved by the IT Committee 10/2/17

REQUEST FOR PURCHASE APPROVAL

ITEMS TO BE PURCHASED: Exhaust fan

DEPARTMENT: Highway Department

ACCOUNT NUMBER: 17-701-29-53270-247-000

GOVERNING COMMITTEE: Highway Committee

Approval Date: 10/11/17

PROPERTY AND INSURANCE APPROVAL DATE:

REASON FOR PURCHASE: Improve ventilation in shop.

BID INFORMATION:	Brewer -	\$6,784.00	*Recommended
	Condon Total Comfort -	\$6,875.00	



Brewer Heating & Cooling
 N8804 Douglas Street
 Ripon, WI 54971



Email: info@brewerheating.com
 Web: http://www.brewerheating.com

Phone: (920) 748-6494
 Fax: (920) 748-6520
 Appleton: (920) 993-9440
 Toll Free: (866) 803-8428

Estimate

41709

Printed 10/10/2017

Bill To:

GREEN LAKE COUNTY HIGHWAY SHOP
 Attn: Aaron Wagner
 570 SOUTH ST.
 P.O. BOX 159
 GREEN LAKE, WI 54941

Work Location:

Primary
 GREEN LAKE COUNTY HIGHWAY SHOP
 Aaron Wagner
 570 SOUTH ST.
 P.O. BOX 159
 GREEN LAKE, WI 54941

Expected Service Date: 10/10/2017

Date	Product/Service	Description	Price	Qty
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Notes

RE; QUOTE TO INSTALL EXHAUST FAN FOR SOUTH BAY:

EXHAUST FAN FOR SOUTH BAY:
 CAPTIVE AIR 5000 CFM UPBLAST EXHAUST FAN TO BE ROOF MOUNTED
 CUT OFF 36" PIPING TO ALLOW FAN
 FABRICATE STAND FOR NEW EXHAUST FAN
 INSTALL LOUVER ON THE DUCTING AT THE CEILING LEVEL
 208/3 PHASE WIRING IS NOT INCLUDED
 ALL LABOR & INSTALLATION
 PROJECT PRICE. \$6,784.00

Terms: 50% downpayment + 50% upon completion of project

Please sign and return a copy of this estimate and the work will be scheduled at your earliest convenience. If you have any questions regarding this estimate please feel free to contact us. Thank you for your business.

I hereby agree to the work outlined above and understand that payment is due upon completion.

Customer Signature _____ Date / /

We appreciate your business!

Pence, Becky

From: Sternitske, Kevin
Sent: Tuesday, October 10, 2017 1:18 PM
To: Pence, Becky
Subject: FW: Garage Ventilation

From: Bill Warren [mailto:billw@condontotalcomfort.com]
Sent: Tuesday, October 10, 2017 12:50 PM
To: Sternitske, Kevin <ksternitske@co.green-lake.wi.us>
Subject: FW: Garage Ventilation

Green Lake County Shop
570 South Street
P.O. Box 159
Green Lake, Wisconsin 54941

We are pleased to quote the following:

2- 30" belt drive wall mounted fans, with heavy duty motorized damper,
wall sleeve and hood, 8,1—cfm each, \$ 6,875.00

Thanks,

Bill Warren

Condon Total Comfort, Inc.
11 Blackburn Street
Ripon, Wisconsin 54971
920-748-5050



REQUEST FOR PURCHASE APPROVAL

Item To Be Purchased:

Department:

Account Number:

Governing Committee:

Governing Committee Approval Date:

P&I Approval Date:

Reason for Purchase:

RESOLUTION NO. __-2017

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

The County Board of Supervisors of Green Lake County, Green Lake Wisconsin, duly assembled at its regular meeting begun on the 14th day of November, 2017, does resolve as follows:

1 **WHEREAS**, The Izaak Walton League has contacted Green Lake County and
2 expressed an interest in donating a parcels of land in the Town of Berlin, the
3 legal descriptions of said parcels is attached hereto; and,

4 **WHEREAS**, the Property and Insurance Committee has reviewed the Izaak
5 Walton League’s generous offer and recommends that the Green Lake County
6 Board of Supervisors accept the donation for the benefit of the Green Lake
7 County Parks System; and,

8 **WHEREAS**, the Green Lake County Board of Supervisors is authorized to accept
9 donations of real property for any public governmental purpose pursuant to
10 §59.52(19) Wis. Stats.

11 Fiscal note: None.

12 Majority vote is needed to pass.

Roll Call on Resolution No. -2017

Submitted by Property & Insurance Committee:

Ayes , Nays , Absent , Abstain

Passed and Adopted/Rejected this 14th day of November, 2017.

Vicki Bernhagen, Chair

Patti Garro, Vice-chair

County Board Chairman

Robert Lyon

ATTEST: County Clerk
Approve as to Form:

Michael Starshak

Corporation Counsel

Richard Trochinski

13 **NOW BE IT RESOLVED**, that the Green Lake County Board of Supervisors does
14 hereby accept the donation of real property from The Izaak Walton League for
15 inclusion in the Green Lake County Parks System with a deed restriction that the
16 property shall be kept in the public domain and subject to the easements and
17 covenants of record.

18 **NOW BE IT FURTHER RESOLVED**, that the name of the park created on said
19 property shall be Seward's' Fox River Wetlands Nature Preserve.

20 **NOW BE IT FURTHER RESOLVED**, that the Green Lake County Board of
21 Supervisors does hereby recognize the efforts of The Izaak Walton League and
22 hereby thanks the Izaak Walton League for its contribution to the Green Lake
23 County Parks System.

IZAAK WALTON LEAGUE PARCEL DONATION LEGAL DESCRIPTION:

The North Thirteen (13) rods from and off of the South Twenty-five (25) rods of the Northeast Quarter of the Northeast Quarter of Section Sixteen (16), Township Seventeen (17) North, Range Thirteen (13) East; together with a right to use the right of way extending from the highway down to the lands last above described and now used as a right of way over and across other lands owned by Meta Thomas as described in deed from Meta Thomas to George Barnowski and recorded in Volume 72 of Deeds on page 219, subject to the right of way reserved in said deed of Meta Thomas to said George Barnowski.

ALSO: That part of the South half (S $\frac{1}{2}$) of the Northeast Quarter (NE $\frac{1}{4}$) lying South of the Fox River, North of CTH "A" and West of CSM 403, also known as Lots 8, 9, 10, 11 and 12 of Elmer's Plat now vacated.

ALSO: That part of the Northwest Quarter (NW $\frac{1}{4}$) lying South of the Fox River except commencing on the West line of Section 16, Township 17 North, Range 13 East where the same intersects the South bank of the Fox River, thence South 38 rods one foot; thence East 41 rods 15 feet; thence North to the South shore of the Fox River; thence Westerly along the South bank of the Fox River to the place of beginning.

EXCEPTING FROM ALL OF THE ABOVE, THE FOLLOWING DESCRIBED PARCELS:

That part of the North half (N $\frac{1}{2}$) of the Southwest Quarter (SW $\frac{1}{4}$), the South half (S $\frac{1}{2}$) of the Northwest Quarter (NW $\frac{1}{4}$) and the Southwest Quarter (SW $\frac{1}{4}$) of the Northeast Quarter (NE $\frac{1}{4}$) of Section 16, Township 17 North, Range 13 East, more particularly described as follows: Commencing at the Southwest corner of the Southwest Quarter (SW $\frac{1}{4}$) of Section 16, Township 17 North, Range 13 East, thence North 2579.30 feet; thence East 691.50 feet to the point of beginning; thence South 330.94 feet to a point on the North right-of-way line of CTH "A"; thence North 88°45' East 363.17 feet; thence North 82°29' East 330.97 feet; thence continuing along the North right-of-way line of CTH "A" to its intersection with the East line of the Northeast Quarter (NE $\frac{1}{4}$) of the Southwest Quarter (SW $\frac{1}{4}$); thence continuing along the North right-of-way line of CTH "A" 430 feet more or less to the stream located in the Southwest Quarter (SW $\frac{1}{4}$) of the Northeast Quarter (NE $\frac{1}{4}$); thence North along said stream 280 feet; thence Southwesterly and 280 feet parallel to the North right-of-way line of CTH "A" 1750 feet more or less to the Western boundary of the ravine; thence along the western boundary of said ravine North 22° East 230 feet; thence North 17° West 240 feet; thence North 27° West 540 feet to the South bank of the Fox River; thence Southerly and Westerly along the South bank of the Fox River to a point 691.50 feet East of the West line of the Southwest Quarter (SW $\frac{1}{4}$) of the Northwest Quarter (NW $\frac{1}{4}$); thence South to the place of beginning. Subject to a one rod right-of-way for ingress and egress over and across a part of the Northeast Quarter (NE $\frac{1}{4}$) of the Southwest Quarter (SW $\frac{1}{4}$) and of the Southeast Quarter (SE $\frac{1}{4}$) of the Northwest Quarter (NW $\frac{1}{4}$) of Section 16, Township 17 North, Range 13 East, the centerline of which commences at a point on the north side of CTH "A" at a point (said point of beginning arrived at by commencing at the Southwest corner of the Southwest Quarter (SW $\frac{1}{4}$) of Section 16, Township 17 North, Range 13 East, thence North 2579.30 feet; thence East 691.50 feet; thence South 330.94 feet to a point on the North right-of-way line of CTH "A"; thence North 88° 45' East 363.17 feet; thence continuing North

82°29' East 330.97 feet) said point being the point of beginning of the right-of-way; thence North 280 feet to the point of terminus of this right-of-way from CTH "A" across lands hereinabove conveyed to lands conveyed to the Green Lake Area Izaak Walton League, Inc.

TOGETHER WITH A ONE ROD RIGHT-OF-WAY FOR INGRESS AND EGRESS over and across a part of the Northeast Quarter (NE¹/₄) of the Southwest Quarter (SW¹/₄) and the Southeast Quarter (SE¹/₄) of the Northwest Quarter of Section 16, Township 17 North, Range 13 East, the centerline of which commences at a point on the north side of CTH "A" at a point (said point of beginning arrived at by commencing at the Southwest corner of the Southwest Quarter (SW¹/₄) of Section 16, Township 17 North, Range 13 East, thence North 2579.30 feet; thence East 691.50 feet; thence South 330.94 feet to a point on the North right-of-way line of CTH "A"; thence N88°45' East 363.17 feet; thence continuing North 82°29' East 330.29 feet) said point being the point of beginning of this right-of-way; thence North 280 feet to the point of terminus of this right-of-way from CTH "A: across land conveyed to Mascoutin County Club to the lands first described above.

ALSO EXCEPTING FROM ALL OF THE FOLLOWING DESCRIBED PARCELS:

A parcel located in the Southwest Quarter of the Northwest Quarter and in the Southeast Quarter of the Northwest Quarter and in the Northeast Quarter of the Southwest Quarter of Section 16, Township 17 North, Range 13 East, Town of Berlin, Green Lake County, Wisconsin, being more particularly described as: Commencing at the west quarter corner of Section 16, thence S89°-23'-08" East along the East-West corner line 1880.05 feet; thence N01°-02'-03" West, 102.93 feet to a point being N14°-51'-42" West, 280.00 feet from the northerly right-of-way line of County Trunk Highway "A" and being the point of beginning; thence continuing N01°-02'-03" West, 253.08 feet; thence N76°-40'-35" West approximately 660.00 feet to a point on the western boundary of a ravine; thence Southeasterly along said western boundary of the ravine as described in Volume 351 on Page 125 and in Volume 354 on Page 391 in the Green Lake County Register of Deeds office, to a point that is S75°-8'-18" West from the point of beginning; thence N75°-08'-18" East, approximately 470.00 feet to the point of beginning.

All of the above lying and being in Section Sixteen (16), Township Seventeen (17) North of Range Thirteen (13) East, Town of Berlin, Green Lake County, Wisconsin.

Tax Key Nos: 002-00286-0000; 002-00288-0000; 002-00289-0000; 002-00290-0000; 002-00296-0000; 002-00304-0200 Town/Berlin

Outlot One (1) of Certified Survey Map No. 2517, located in the Northeast Quarter of the Southeast Quarter (NE 1/4 SE 1/4) and in the Southeast Quarter of the Southeast Quarter (SE 1/4 SE 1/4) and in Government Lot 1 of Section Seventeen (17), Township Seventeen (17) North, Range Thirteen (13) East, Town of Berlin, Green Lake County, Wisconsin, as recorded in the office of the Register of Deeds for Green Lake County, Wisconsin on February 3, 1998 at 10:40 A.M. in Volume 12 of Certified Survey Maps on page 2517.

Tax Key No. 002-00307-0800 Town/Berlin

November 07, 017
Property & Insurance Committee
Monthly Report
Maintenance Department
Parks & Recreation Department

571 County Road A

Moved environments from room #2139 into room #2142 and room # 2142 into room #2139 HHS
Replaced hot water cartridge 2nd floor women's restroom – HHS
Replaced o-ring on 2nd floor work area sink fixture – HHS
Unplugged drain 2nd floor work area sink - HHS
Replaced following worn parts in jail Hobart dishwasher- Stand pipe cover, o-ring, drain weldment, plug
– Corrections
Replaced broken main pin on door handle unit K chase entrance – Corrections
Replaced ballast and lamps unit L shower light – Corrections
Repaired unit K chase door handle – Corrections
Replaced scanning button unit K – Corrections
Adjusted dryer door latch jail laundry – Corrections
Unplugged drain third well jail kitchen – Corrections
Replaced scan button Unit N – Corrections
Adjusted handle on secure door 1340D nurses area - Corrections
Set up Training room – HWY
Secured “pin up” board on desk- office #1209 – SO
Residential refrigerator moved from Phase 2 Lower Level Employee Break room to
Repaired cabinet door on front reception counter ADA side – UWEX
Replaced blower motor capacitor HP 1.8 1st. floor - HHS
General Maintenance performed
Scheduled Maintenance performed

Towers

Reset high rpm alarm 10/13/17 - 11:05 a.m. – Kingston
Replaced defective HP regulator on fuel supply tank to generator - Kingston
General Maintenance performed
Scheduled Maintenance performed

FRI

Completed Work Order Requests

Lake Steel Street

Replaced damaged liquid thermo probe - walk in freezer – Food Pantry
General Maintenance performed
Scheduled Maintenance performed

Parks & Recreation

Maintenance completed on large and small board walks (reroute area) – Mascoutin Valley State Trail
(pictures and info forwarded to DNR)

Pavilion water system winterized for season – Dodge

Picnic tables put away for season – all parks

4' x 50' concrete sidewalk install to ADA play ground – Upper Zobel

Boat launches removed for season 2 – Sunset

Boat Launches removed for season 4 – Dodge

Boat launch removed for season – Spring Valley

Boat Launch removed for season – Twin Lake

ADA fishing pier removed for season - Dodge

General Maintenance performed

Scheduled Maintenance performed

Submitted by:



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