



GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

Original Post Date: 10/27/2016

Amended* Post Date:

The following documents are included in the packet for the P&I Committee on November 1, 2016:

- 1) Agenda
- 2) Minutes from 10/04/2016
- 3) Use of Property
 - a. Highway Grounds Ripon HS Track Meet
 - b. Highway Grounds Disaster Relief
- 4) Purchase Requests
 - a. Highway Plow Trucks
 - b. Land Conservation UTV and Trailer
 - c. Maintenance Lawn Mower
- 5) Maintenance Report
- 6) Maintenance Work Order for the Wall between Planning and Zoning and Land Conservation



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: November 1, 2016 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

Margaret R. Bostelmann
Secretary

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Agenda
5. Minutes: 10/04/2016
6. Appearances:
7. Parks and Recreation Fund
8. Correspondence
9. Public Comments (3 min limit)
10. Izaak Walton League Gift of Property to Green Lake County
11. Use of County Property
 - Highway Grounds- Ripon High School Track Meet
 - Highway Grounds- Disaster Relief
12. Purchase Requests
 - Highway Plow Trucks
 - *Land Conservation UTV with Trailer
 - *Lawn Mower
13. Monthly Vouchers
14. Resolutions/Ordinances
15. Green Lake Multi Use Trail- Summary
16. Maintenance Report
 - *IT Server Room HVAC Issue
 - Install Wall between Land Conservation and Planning and Zoning
 - Monthly Activities
17. Parks & Recreation Report
18. Clerk's Report
19. Committee Discussion
 - Future Meeting Dates: Regular Meeting December 6, 2016 at 5:00 PM
 - Future Agenda items for action & discussion
20. Adjourn

**Notice is hereby given that a majority of the Green Lake County Board of Supervisors may be present at this meeting to gather information about a subject over which they have decision making responsibility. This constitutes a meeting of the County Board pursuant to the Badke Decision and must be noticed as such although the County Board will not take any formal action at this meeting.*

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.

PROPERTY AND INSURANCE COMMITTEE

October 4, 2016

The meeting of the Property and Insurance Committee was called to order by Chair, Vicki Bernhagen, on Tuesday, October 4, 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
Patti Garro
Richard Trochinski
Bob Lyon
Mike Starshak

Also Present: Marge Bostelmann, County Clerk
Scott Weir, Maintenance
Sheriff Podoll
Judge Slate
Jason Jerome, HHS Director
Karlene Grabner, Oshkosh Community Foundation
Tony Daley, Berlin Journal
Dawn Klockow, Corporation Counsel
Ron Severson, Maintenance
Mark Putzke, Chief Deputy
Amy Brooks, Highway
Joy Waterbury, Supervisor

AGENDA

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

MINUTES

Motion/second (Garro/Trochinski) to approve the minutes of September 6, 2016 and September 20, 2016. Motion carried.

APPEARANCES

PARKS AND RECREATION FUND

- Karlene Graber, from the Oshkosh Foundation discussed the Green Lake County Park and Recreation Fund. The Green Lake County Parks and Recreation Foundation was started to raise money for the handicapped playground located at Zobel Memorial Park. The fund currently has about \$3200 left from the project. Bostelmann stated that the County can continue to raise funds to have a sustaining fund or close the fund out. This will be discussed next month.

MAINTENANCE REPORT

The Report was submitted to the Committee.

- Update on spiders in the building – an update was presented on the windows in the Communications office which are going to be replaced. Putzke provided specimens of night crawlers from the EOC and a spider from the jail.
- Monthly activities – The report was reviewed.

PARKS & RECREATION REPORT

The Parks report was reviewed.

- Activities – Activities were reviewed.

CORRESPONDENCE – None

PUBLIC COMMENT – None

IZAAK WALTON LEAGUE GIFT OF PROPERTY TO GREEN LAKE COUNTY

No report.

SAFETY DRILL/SHOOTING – JUDGE SLATE, FACILITIES AND SECURITY COMMITTEE

Judge Slate explained the Facility and Security Committee and who are members. At their last meeting the Facility and Security Committee members discussed having a gun shot in the building to determine sound and determine if a gunshot can be heard in different areas of the building. Discussion was held as to when and how the drill can take place. The Sheriff's office would help with the safety drill. Blank bullets would be used.

Motion/second(Garro/Trochinski) to approve the safety drill/shooting and that it be conducted when the public is not in the building. Motion carried.

USE OF COUNTY PROPERTY

- Highway Grounds – Green Lake Homecoming Bonfire

Motion/second(Starshak/Garro) to approve the bonfire. Motion carried.

PURCHASE REQUESTS

Highway:

Used Plow Approval to purchase a used truck for up to \$32,500

Motion/second(Lyon/Garro) to approve the purchase of a used plow truck not to exceed \$32,500.

Parks & Recreation:

Chip Seal Twin Lake parking area Green Lake County Highway \$5,955.00

Motion/second(Starshak/Garro) to approve chip sealing the Twin Lake's Parking lot for \$5,955.00. Motion carried.

Land Information Office:

Transcendent Software: Permit Management Software \$40,000.00

Motion/second(Garro/Trochinski) to approve the purchase of software from Transcendent for \$40,000.

LiveScan Desktop for Booking will be brought back month.

Livescan Printer for Booking will be brought back next month.

MONTHLY VOUCHERS

Vouchers were presented:

Purchasing: \$10,758.81

Maintenance: \$5,272.99

Radio Tower: \$322.32

Parks: \$3,980.38

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

RESOLUTIONS/ORDINANCES – None

GREEN LAKE MULTI USE TRAIL

Bostelmann presented the written summary of the trail from the grant application.

CLERKS REPORT – None

COMMITTEE DISCUSSION

Future Meeting Date: November 1, 2016 at 5:00 pm.

Future Agenda items for action & discussion: Parks and Recreation Fund

ADJOURNMENT

Bernhagen adjourned the meeting at 5:45 PM.

Submitted by,

Marge Bostelmann
County Clerk

Use of County Property & Equipment
Green Lake County Highway Department

Location: Shop 1 - Green Lake

Equipment to be used: NA

Start Date: 10/21/16

End Date: 10/21/16

Requested By: Bill Athletic Director

Event: Ripon High School Cross Country Meet

Additional Information: Request to use Highway grounds for parking

Approved by Highway: 10/12/16

Approved by P&I:

Use of County Property & Equipment

Green Lake County Highway Department

Location: Shop 1 & 2

Equipment to be used: NA

Start Date: As Needed

End Date: As Needed

Requested By: Emergency Management

Event: Disaster Relief

Additional Information: Use of grounds at Highway Shop 1 and/or Shop 2 for disaster relief in the event of a catastrophe or disastrous event

Approved by Highway: 10/12/16

Approved by P&I:

REQUEST FOR PURCHASE APPROVAL

ITEM TO BE PURCHASED: New Tri-Axle Truck & Equipment (Plow, Wing, Spreader)

DEPARTMENT: Highway

ACCOUNT NUMBER: 17-701-29-53281-810-000 (Capital Equipment)
18-701-29-53281-810-000 (Capital Equipment)

GOVERNING COMMITTEE: Highway

Approval Date: 10/12/16

PROPERTY AND INSURANCE APPROVAL DATE:

REASON FOR PURCHASE: to replace a tri-axle truck and plow equipment in 2017 and 2018

BID INFORMATION: see attachment

Quality Truck - Western Star - (Recommended) \$119,231.00 - 2017 & 2018, total of \$238,462.00

Caspers Truck Equipment - (Recommended) \$105,795.00 - 2017 & 2018, total of \$211,590.00

**Green Lake County Highway Department
October 2016**

TRI-AXLE TRUCK CHASSIS 2017	BID A	BID B	BID C	BID D	BID E	BID F
COMPANY NAME:	Truck Country	Packer City	Quality Truck	Truck County	Fond du Lac Truck	
Truck Type:	Freightliner	International	Western Star	Western Star	Mack	
2017 PRICE:	\$118,900.00	\$122,690.00	\$118,977.00	\$123,097.00	\$125,115.00	

TRI-AXLE TRUCK CHASSIS 2017 & 2018	BID A	BID B	BID C	BID D	BID E	BID F
COMPANY NAME:	Truck Country	Packer City	Quality Truck	Truck County	Fond du Lac Truck	
Truck Type:	Freightliner	International	Western Star	Western Star	Mack	
2017	\$118,900.00	\$122,690.00	\$119,231.00	\$123,097.00	\$125,115.00	
2018	\$119,500.00	\$124,499.00	\$119,231.00	\$123,697.00	\$126,615.00	
2017 & 2018 PRICE:	\$238,400.00	\$247,189.00	\$238,462.00	\$246,794.00	\$251,730.00	

TRI-AXLE TRUCK EQUIP 2017	BID A	BID B	BID C	BID D
COMPANY NAME:	Caspers	*Truck Equipment		
2017 PRICE:	\$105,795.00	\$100,724.00		

*Force America Ultra controller in lieu of Spartan. Deduct \$2,500

TRI-AXLE TRUCK EQUIP 2017	BID A	BID B	BID C	BID D
COMPANY NAME:	Caspers			
2017	\$105,795.00			
2018	\$105,795.00			
2017 & 2018 PRICE:	\$211,590.00			



REQUEST FOR PURCHASE APPROVAL

Item To Be Purchased:

2016 Kawasaki 601 4x4

Department: Land Conservation

Account Number: 16-100-14-56110-800-000

Governing Committee: Land Conservation Committee

Governing Committee Approval Date: 10-13-16

P&I Approval Date:

Reason for Purchase:

Needed for off road projects, Farmland Preservation compliance field checks, and automated field surveys.



REQUEST FOR PURCHASE APPROVAL

Item To Be Purchased:

10 ft trailer

Department: Land Conservation

Account Number: 16-100-14-56110-810-000

Governing Committee: Land Conservation Committee

Governing Committee Approval Date: 10-13-16

P&I Approval Date:

Reason for Purchase:

To haul the UTV and/or other small loads of erosion control netting.

REQUEST FOR PURCHASE APPROVAL

ITEM TO BE PURCHASED: Grasshopper Model 725DT 0 Turn Lawn mower

DEPARTMENT: Parks & Recreation/Maintenance

ACCOUNT NUMBER: 16-100-12-55200-350-000/16-100-06-51600-810-000

GOVERNING COMMITTEE: Property & Insurance

PROPERTY AND INSURANCE APPROVAL DATE: 11/01/16

REASON FOR PURCHASE: Replace current 14 year old mower with 4,500 plus hours

BID INFORMATION: Waupun Equipment co. Inc. - \$12,375.00 - Reccomended
Bignell's Powersports, Inc. - \$12,800.00
Schultz Small Engine - \$13,676.25

November 1, 2016
Property & Insurance Committee
Monthly Report
Maintenance/Parks & Recreation Departments

Highway Departs Locations 1 & 2

Buildings 1, 2, 3, roof coatings completed – Custof foam Inc.
UWEX fair storage shed/ new pro rib metal roof installed - GLCM
Scheduled Maintenance performed
General Maintenance performed

Tower Sites

Scheduled Maintenance Performed
General Maintenance performed

FRI

Installed new spout assembly production area sink
Maintenance Requests performed

Lake Steel Street

Distribution/Exit door - Fastened bottom of side lite of door to concrete floor with concrete anchors -
Food Pantry
Scheduled Maintenance performed
General Maintenance performed

571 County Road A

Moved environments room #2148-HHS
New solid glass with 6" pass through window installed –reception- HHS
Changed environments from cubicle to room #2126
Unplugged toilet unit C cell #5 – Corrections
Unplugged toilet unit C cell #9 – Corrections
Unplugged toilet unit B cell #7 – Corrections
Unplugged toilet unit E cell #1 – Corrections
Unplugged toilet unit C cell #5 – Corrections
Replaced digital controller on compressor #1/ OAHP #3 – Corrections
Unplugged toilet booking/rec. cell #5 – Corrections
Report of light flickering/Tighten plug connection – Communications

Replaced bulbs/ballast light fixture court holding cell – Corrections
Unplugged toilet unit E cell #5 – Corrections
Replaced bulbs and ballast ISO cell prep area – Corrections
Unplugged toilet unit B cell #5 – Corrections
Replaced bulbs 1 fixture-intake – Corrections
Unplugged far toilet unit J – Corrections
Unplugged toilet ISO cell #2 – Corrections
Unplugged toilet unit B cell #9 – Corrections
Replaced ballast and bulbs light fixture above toilet unit M – Corrections
Replaced ballast and bulbs light fixture unit D cell #1 – Corrections
Unplugged toilets in unit B in all upper tier – Corrections
Unplugged toilet unit E cell # 3 – Corrections
Tighten break away shower hooks in secure unit D - per request - Corrections
Installed clock conference room – UWEX
Replaced bulbs reception area - UWEX
Door stop installed LL phase 2 storage/mud room – LC
Replaced emergency back batteries (12ahr) for door access controllers- phase 2
All 4 outer window units have been cleaned and foam baffle installed in weep holes – Communications
Broken drain line from breakroom/training room phase 2 repaired – UWEX
Repaired mixing valve softener #1 and serviced all controllers – Badger Soft Water Inc.
State mandated Cross Connection Control Performance Test & Inspection performed – RJ Plumbing LLC
Scheduled Maintenance performed
General Maintenance performed

Parks

Boat launches removed for season – Dodge
Boat launches removed for season – Sunset
Boat launch removed for season – Twin
Boat launch removed for season – Spring
ADA fishing pier removed for season – Dodge
Scheduled Maintenance performed
General Maintenance performed

Office Supply Requests – 51
Maintenance Supply Requests – 13
Maintenance Work Order Requests – 37

Submitted by:



Scott A. Weir
Maintenance/Parks Director
Green Lake County



Maintenance Work Order

Date: 8/10/2016

Requested by:

Paul Gunderson/Matt Kirkman

Department/Room#:

Land Conservation/Zoning

Phone:

294-4051

Problem/Request (Describe in Detail)

The open doorway connecting the Land Conservation office and the Zoning office has been looked at by the LCC Committee on 7/14/16. The Committee along with both department staff members have agreed that the opening should be permanently closed. Paul Gunderson met with Scott Weir to discuss the best solution and procedure. Scott mentioned that he and his staff were capable of doing the dry wall and painting themselves. Scott thought that it could be done this fall. This request is a follow up to what was discussed and a documentation for approval at the Maintenance and Parks meeting.

Maintenance Use Only

Assigned to:	Status	Completed	Parts Ordered

Solution/Maintenance Performed