

## PROPERTY AND INSURANCE COMMITTEE

September 6, 2016

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

Also Present: Marge Bostelmann, County Clerk  
Scott Weir, Maintenance  
Harley Reabe, Board Chair  
Jason Jerome, HHS Director  
Joy Waterbury, Supervisor  
Tony Daley, Berlin Journal  
Dawn Klockow, Corporation Counsel  
Sheriff Podoll  
Mark Putzke, Chief Deputy  
Kathy Munsey, Health  
Todd Morris, Parks & Rec Fund

### AGENDA

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

### MINUTES

*Motion/second (Trochinski/Garro)* to approve the minutes of August 2, 2016. Motion carried.

### APPEARANCES

- Chief Deputy Mark Putzke – Spiders in the building

Putzke stated that he has been working with Weir on spiders in the building; he had medical reports of three spider bites in the jail. Maintenance has put in spider boxes and other remedies that have been tried. Weir explained that an exterminator has been working with them. They have tried using spray in some areas but the area must be vacated for 8 to 12 hours after the treatment. Discussion was held on termination of insects by the exterminator. Pictures were presented of spider webs in the dispatch windows. The windows in dispatch will be fixed.

- Todd Morris – Rotary Park Sign at Zobel Memorial Park

Morris requested permission to put a sign up at the playground identifying it as Rotary Playground Park because of the donation made by local Rotary Clubs when the park was built.

*Motion/second(Garro/Starshak )* to approve the “Rotary Playground Park” sign at Zobel Memorial Park. Motion carried.

### PARKS AND RECREATION FUND

Bostelmann explained that the County started a fund to accept donation to build the handicap accessible playground at Zobel Park. The fund still exists at the Green Lake /Ripon Foundation which is under the Oshkosh Area Foundation. A representative from the Oshkosh area Foundation will be here next month to explain the fund.

CORRESPONDENCE – None

PUBLIC COMMENT – None

**IZAAK WALTON LEAGUE GIFT OF PROPERTY TO GREEN LAKE COUNTY**

The legal description has been completed so the survey work should be completed soon.

**OFFICE LOCATION FOR COUNTY ADMINISTRATOR**

The Committee will tour the Government Center building on September 20<sup>th</sup> before County Board at 5:30.

**USE OF COUNTY PROPERTY**

Highway Grounds Parking – Senior Center Bus Trip September 9, 2016.

*Motion/second(Garro/Trochinski)* to approve the use of the County Property to park cars for the Senior Bus trip. Motion carried.

**PURCHASE REQUESTS**

**Sheriff’s Office:**

Spillman Incident Based Reporting System \$18,726.00 – sole vendor

*Motion/second(Starshak/Garro)* to approve the purchase of the reporting system. Motion carried.

Security Electronics Upgrade \$17,983.58 – sole vender

*Motion/second(Garro/Trochinski )* to approve the purchase of the security electronics upgrade. Motion carried.

Armored and Sniper Platform for SWAT Vehicle \$76,900 – Execarmor  
\$98,750 – International Armor Group

*Motion/second(Garro/Lyon )* to approve the purchase from Execarmor. Motion carried.

Cabinetry for SWAT Vehicle \$15,041.35 – CTECH Manufacturing  
\$13,205.42 – Aluminum Cabinet Company

*Motion/second(Garro/Trochinski )* to approve the purchase of the cabinetry from CTECH. Motion carried.

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:	\$16,747.25
Maintenance:	\$6,048.03
Radio Tower:	\$2,505.42
Parks:	\$1,230.32

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

**RESOLUTIONS/ORDINANCES**

- Amend Chapter 228 of the Green Lake County Code

Klockow explained her research on the ordinance and also explained that the Personnel Policy and Procedures manual also will be amended to conform with this ordinance. Munsey stated that electronic delivery devices such as e-cigarettes are not FDA approved and that they are also marketing to children with the flavors. She also stated that they are not a proven cessation device, and the battery packs have been known to explode causing injury to the user.

*Motion/second(Lyon/Garro)* to approve the Ordinance and send on the HHS for approval then on to the County Board. Motion carried, 4 ayes, 1 nay (Starshak).

## **GREEN LAKE MULTI USE TRAIL**

Bernhagen, Bostelmann and Weir were part of a phone conversation with representative from DOT, DNR and Green Lake Greenways. A summary of the trail project will be provided to the Committee members.

## **MAINTENANCE REPORT**

The Report was submitted to the Committee.

- Air conditioning in IT Server Room

Weir explained some of the situations where the air conditioning has not worked. He suggests that a system be installed that would sense temperature and turn on when the temperature dips.

- Monthly activities – The report was reviewed.

*Motion/second(Trochinski/Garro)* to request \$13,000 from the Finance Committee for repair of the Lake Steel building roof. Motion carried.

## **PARKS & RECREATION**

The Parks report was reviewed.

- Activities – Activities were reviewed.

## **CLERKS REPORT** – None

## **CLOSED SESSION**

*Motion/second(Starshak/Garro)* to move into closed session pursuant to Wis. Stat. section 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigations in which it is or is likely to become involved. The closed session is regarding a notice of claim. Roll call vote, 5 ayes, 0 nays, motion carried.

## **RECONVENE INTO OPEN SESSION TO TAKE ACTION, IF APPROPRIATE, ON MATTERS DISCUSSED IN CLOSED SESSION:**

*Motion/second(Starshak/Garro)* to reconvene in open session. Roll call vote, 5 ayes, 0 nays, motion carried. The Committee was updated on notice of claim which has been forwarded to the County Mutual Insurance Company.

*Motion/second(Garro/Starshak)* to deny the claim. Motion carried.

## **COMMITTEE DISCUSSION**

**Future Meeting Date:** Special meeting September 20<sup>th</sup> at 5:30; Regular Meeting: October 4, 2016 at 5:00 pm.

**Future Agenda items for action & discussion:** September 20<sup>th</sup> – tour government center

## **ADJOURNMENT**

Bernhagen adjourned the meeting at 6:15 PM.

Submitted by,

Marge Bostelmann  
County Clerk