

PROPERTY AND INSURANCE COMMITTEE

June 6, 2017

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

Absent: Mike Starshak

Also Present: Liz Otto, County Clerk
Scott Weir, Maintenance Supervisor
Amy Brooks, Highway Commissioner
Harley Reabe, County Board Chairman
Tony Daley – Berlin Journal (5:20)

Dawn Klockow, Corporation Counsel
Mark Putzke, Chief Deputy
Cathy Schmit, County Administrator
Jason Jerome, HHS Director

AGENDA

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

MINUTES

Motion/second (Garro/Lyon) to approve the minutes of May 2, 2017 and May 30, 2017. All ayes. Motion carried.

CORRESPONDENCE - None

PUBLIC COMMENT – None

IZAAK WALTON LEAGUE GIFT OF PROPERTY TO GREEN LAKE COUNTY

Corporation Counsel Dawn Klockow stated she has been in contact with Attorney Dan Sondalle and advised him that she needs a copy of the warranty deed before a resolution can be drafted. She hopes to have this completed by the August meeting.

USE OF COUNTY PROPERTY - None

BUDGET ADJUSTMENTS

- Maintenance/Purchasing & Utilities – request to transfer \$11,100 from various accounts in Maintenance and Purchasing & Utilities to newly created Food Pantry accounts in order to provide more accurate cost information.

Motion/second (Garro/Lyon) to approve budget adjustment. All ayes. Motion carried.

REQUEST FOR CREDIT CARD APPROVAL

Maintenance Supervisor Scott Weir submitted credit card requests for employees within the Maintenance Department.

Motion/second (Garro/Trochinski) to approve requests as submitted. All ayes. Motion carried.

PURCHASE REQUESTS - None

RESOLUTIONS/ORDINANCES - None

DISCUSSION AND POSSIBLE ACTION ON HIGHWAY DEPARTMENT BUILDINGS AND GROUNDS

Discussion held by committee. Lyon stated he feels the roof, HVAC, and air exchange system needs to be fixed immediately. Bernhagen agreed that these and other safety issues need to be addressed but the possibility of a new building is at least 5-10 years out. Immediate needs should be prioritized and proposals received for the work required. Discussion held on the change to the highway department handling their own maintenance versus the maintenance department doing it in the past. Trochinski stated he is not in favor of this change. Discussion held. Maintenance can still do repairs and maintenance – the highway department will now be charged for supplies and work provided by maintenance.

DISCUSSION AND POSSIBLE ACTION ON ADDITIONAL BUILDING SECURITY

County Board Chair Harley Reabe stated that a meeting was held with Potter Lawson. A proposal was submitted to committee members outlining the project description and the cost involved for Potter Lawson to complete the study and provide estimates. This will be put on the agenda for the July meeting so that the committee can review the proposal.

GREEN LAKE MULTI USE TRAIL - None

MAINTENANCE REPORT

The Report was submitted to the Committee.

- Monthly activities – The report was reviewed. Discussion held on A/C unit in the IT computer room. Maintenance Supervisor Scott Weir explained the system and stated work has been completed.

PARKS & RECREATION REPORT

- The report was reviewed.

CLERKS REPORT

Clerk Liz Otto stated that a donation of \$130.00 was deposited into the boat launch account from the Catamaran Racing Association of Wisconsin in appreciation of the use of Sunset Park for their regatta this summer.

Clerk Otto also reported that Green Lake County received no sliding dividend check from Aegis Corporation this year for our worker's compensation policy. This is due to the high loss ratio incurred from 1/1/2015 to 1/1/2016.

CLOSED SESSION

Consider motion to convene into closed session per Wis. Stat. §19.85(1)€ deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reason require a closed session. This closed session relates to considering first right of refusal on sales properties.

Motion/second (Trochinski/Lyon) to enter into Closed Session at 5:23 PM. Roll call vote – Ayes - 4, Nays - 0, Absent – 1 (Starshak), Abstain – 0. Motion carried.

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

Motion/second (Garro/Trochinski) to reconvene to open session at 5:35 PM. Roll call vote - Ayes - 4, Nays - 0, Absent - 1 (Starshak), Abstain - 0.

Motion/second (Garro/Trochinski) to send recommendation to County Board to consider right of first refusal on sales properties. All ayes. Motion carried. Chairman Reabe thanked the committee for their consideration on this matter.

COMMITTEE DISCUSSION

Future Meeting Date: July 5, 2017 at 5:00 pm.

Future Agenda items for action & discussion:

ADJOURNMENT

Chair Bernhagen adjourned the meeting at 5:37 PM.

Submitted by,

Elizabeth Otto
County Clerk