

**PROPERTY AND INSURANCE COMMITTEE**  
**October 4, 2011**

The meeting of the Property and Insurance Committee was called to order by Gene Thom on Tuesday, October 4, 2011 at 4:30 PM in the Green Lake County Board Room, Green Lake County Courthouse, 571 County Road A, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Gene Thom  
Mike Stoddard  
Joanne Guden  
Don Peters

Absent: Dave Richter

Also Present:

Marge Bostelmann, County Clerk  
Scott Weir, Maintenance Supervisor  
Mark Putzke, Chief Deputy  
Chuck Mirr, Green Lake Mayor  
Tony Daley, Berlin Journal

Jeff Haase, Assistant Corporation Counsel  
Sheriff Mark Podoll  
Glen McCarty, City of Green Lake  
Barb Dugenske, City of Green Lake  
Aaron Becker, Ripon Commonwealth

**AGENDA**

*Motion/second(Stoddard/Guden)* to approve the amended agenda. All ayes. Motion carried.

**MINUTES**

*Motion/second (Guden/Peters)* to approve the minutes September 6, 2011. All ayes. Motion carried.

**CORRESPONDENCE** – None

**PUBLIC COMMENT** – None

**APPEARANCES**

City of Green Lake Representative – Emergency Siren and Sentential Clock: Chuck Mirr appeared to state that the County is responsible for the electricity to the city clock and the siren on top of the courthouse which needs to have electricity to run. Thom stated that if the building is sold, the county will not be responsibility for the electricity and the siren will have to be moved. Discussion was held on the power usage of the building. There is no agreement on the siren and the city needs that for safety. Discussion was held on moving the siren because the siren cannot be on a nonpublic building. Mirr stated that the city will look into moving the siren. Discussion was held on running the electric to a street light, but that will not work because the lights are on a timer. Mirr asked what happens if the building is sold and then the purchaser goes belly-up who takes over the building? He stated that this is a big concern to the city. Discussion was held by the Committee on a letter being sent to the city requesting the siren be removed. Haase will draft a letter for the Chairman Thom to approve.

**CORNERSTONE PROJECT PROPOSAL**

Weir explained that all the bids for the building design have not been received so cornerstone representatives will not be here tonight. Weir requested this be held over until next month.

**CELLULAR EQUIPMENT PROPOSAL**

Weir stated that the antenna will be moved tomorrow and they know that 1 to 3 amplifiers will be needed. The main concerns are the nurses’ area and the Sheriff’s EOC area. A price will be presented next month.

**PERSONAL APPLIANCE POLICY**

A draft amendment to the Personal Appliance policy was presented. Bostelmann suggest the the word “supervisor” be changed to “department head” to avoid any confusion.

*Motion/Second(Guden/Stoddard)* to approve the amendment with the change of language to “department head” and send to the Personnel Committee and then the County Board meeting. Motion carried.

**USE OF COUNTY PROPERTY –**

Use of County barn located at South Street Hwy Building for Green Lake High School Float Building on October 13<sup>th</sup> from 8 am to 2:30 pm just in case it rains.

*Motion/Second(Stoddard/Peters)* to approve the use of the barns pending the Highway Committee for approval next week. Motion carried.

**RESOLUTIONS/ORDINANCES**

Ordinance 1000-2011 Amending Ordinance No 811-04 Personnel policy & Procedures Manual, Interior Decorations

*Motion/Second(Guden/Peters)* to approve the ordinance and send on to the County Board.

Ordinance 1002 – 2001 Amending the Code of Green Lake County Chapter 192 Peace and Good Order, Article IX Dangerous Weapons Definitions. Discussion was held. The word “County” will added to the first sentence on the ordinance after the words “Green Lake” and before “Buildings”

*Motion/Second(Guden/Stoddard)* to approve the ordinance and the signage. Motion carried.

**APPROVAL OF WEAPONS PROHIBITED SIGN**

Putzke addressed the Committee requesting approval to display a ‘Weapons Prohibited’ sign at all County facilities. Approved above

**PURCHASE REQUESTS:**

**IT**

BHP 8200 Elite USDT PDS (State contract) \$1,278.00

*Motion/Second(Stoddard/Guden)* to approve the purchase. Motion carried.

**MONTHLY VOUCHERS**

Vouchers were presented:

- Justice Center - \$47,783.13
- Maintenance – \$12,017.17
- Parks – \$9,821.37
- Purchasing – \$10,130.60

*Motion/second (Stoddard/Guden)* to approve the vouchers as presented. All ayes. Motion carried.

### **MAINTENANCE REPORT**

The Report was submitted to the Committee.

- Monthly activities – The report was sent to the Committee.

### **PARKS & RECREATION**

Weir is working on the boat landing at the Kingston Park. Design will be drafted and reviewed for next month construction. Mascoutin parking lot will have the same sign language as the park signs. Discussion was held on pier removal and replacement.

### **CLERKS REPORT**

Bostelmann presented the utility and water bills for the Hill Street property and the old HHS building, now the food pantry. Monthly average utility/water expenses for the 492 Hill Street property is \$1051. The monthly average utility/water expense for the old HHS building is \$646. The average monthly utility cost for the Maintenance shed is \$108.

Bostelmann will check on the right-of-way of the courthouse driveway by the buildings along Mill Street.

### **COMMITTEE DISCUSSION**

**Future Meeting Date:** Regular Meeting: November 1, 2011 at 4:30 pm.

**Future Agenda items:** Water shut off at Hill Street Property.

### **ADJOURNMENT**

*Motion/second (Stoddard/Guden)* to adjourn at 5:35 p.m. All ayes, motion carried.

Submitted by,

Marge Bostelmann  
County Clerk