

**PROPERTY AND INSURANCE COMMITTEE**  
**September 3, 2019**

The meeting of the Property and Insurance Committee was called to order by Chair Vicki Bernhagen on Tuesday, September 3, 2019 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  
Richard Trochinski  
David Abendroth  
Patti Garro  
Keith Hess

Absent:

Other County employees present:

Liz Otto, County Clerk  
Scott Weir, Maintenance Supervisor  
Dawn Klockow, Corporation Counsel  
Cathy Schmit, Cty Administrator (5:02)

Sheriff Mark Podoll (5:07)  
Harley Reabe, Cty Board Chair  
Barry Mashuda, Hwy Commissioner

**MINUTES**

*Motion/second (Abendroth/Garro)* to approve the minutes of August 6, 2019 with no additions or corrections. Motion carried with no negative vote.

**PUBLIC COMMENTS** - none

**DISCUSS POLICY ON USING COUNT PROPERTY BY NON-GOVERNMENTAL ENTITIES**

Corporation Counsel Dawn Klockow stated she is willing to draft a policy regarding requests from outside entities to use county property. Discussion held on the benefits of having a uniform policy with insurance requirements outlined as well. Chair Bernhagen directed Klockow to work on the policy and bring it back to the committee.

**PURCHASE REQUESTS**

- Highway – Hurricane Blower

Chair Bernhagen stated this was approved at the Highway Committee with the recommendation to approve the bid from Integrity Lawn Service & Supply, Inc. for \$9,500.

*Motion/second (Hess/Trochinski)* to approve the purchase of a Hurricane blower from Integrity Lawn Service & Supply for \$9,500. Motion carried with no negative vote.

- Sheriff's Office – Jail Sergeant Phones

*Motion/second (Garro/Hess)* to approve the purchase of 3 iPhones for jail sergeants. Motion carried with no negative vote.

### **USE OF COUNTY PROPERTY**

County Clerk Liz Otto informed the committee that a certificate of insurance has been received from Green Lake High School for their request to use the Highway property for their Homecoming bonfire. Discussion held on the request from the Nickel A Model A Club to use the fairgrounds parking lot for a lunch stop on June 4, 2020. No action taken pending the development of a policy.

### **GOVERNMENT CENTER LANDSCAPING AND LTE OPTIONS**

Maintenance Supervisor Scott Weir stated that funding for another LTE (Limited Term Employee) has been put into the 2020 budget to cover the need for additional landscaping work.

### **CLARIFICATION OF SERVICE ANIMAL POLICY**

Discussion held on the current service animal policy which was adopted in May of 2015. Chair Bernhagen stated there is no need to change the current policy at this time.

### **2020 BUDGET DISCUSSION**

The proposed 2020 budget for Maintenance was submitted and reviewed.

### **HEALTH INSURANCE UPDATE**

County Clerk Liz Otto and County Administrator Cathy Schmit gave an update on the health insurance for 2020. Final numbers should be available at the next meeting.

### **SECURITY SYSTEMS UPDATE**

Corporation Counsel Dawn Klockow stated that 2 out of 3 bid documents are complete for the standard AIA contracts.

### **MAINTENANCE REPORT**

- Building and Grounds Report – Maintenance Supervisor Scott Weir updated the report.
- Monthly Activities - The report was reviewed.

### **COMMITTEE DISCUSSION**

**Future Meeting Date:** October 1, 2019 at 5:00 PM.

**Future Agenda items for action & discussion:** health insurance update

### **ADJOURNMENT**

Chair Bernhagen adjourned the meeting at 5:38 PM.

Submitted by,

  
Liz Otto  
County Clerk