



GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

Original Post Date: 03/29/18

Amended* Post Date:

The following documents are included in the packet for the Property and Insurance Committee on April 3, 2018:

- 1) Agenda
- 2) Draft minutes from 03/06/2018
- 3) Use of County Property Info
- 4) Budget Adjustment
- 5) Ordinance Amending Chapter 187 Parks and Recreation, Article III, Park Rules and Regulations
- 6) Maintenance Monthly Report



GREEN LAKE COUNTY OFFICE OF THE COUNTY CLERK

Elizabeth Otto
County Clerk

Office: 920-294-4005
FAX: 920-294-4009

Property & Insurance Committee Meeting Notice

Date: April 3, 2018 Time: 5:00 PM

Location: Government Center, County Board Room, 571 County Road A, Green Lake WI

AGENDA

Committee Members

Vicki Bernhagen, Chairman
Patti Garro, Vice Chair
Michael Starshak
Robert Lyon
Richard Trochinski

Elizabeth Otto, Secretary

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Agenda
5. Minutes: 03/06/2018
6. Correspondence
7. Public Comments (3 min limit)
8. Use of County Property
 - Use of parking lot facilities for Sneakers 3 on 3 Hoop Fest
 - Bass fishing tournaments at Dodge Memorial Park
9. Budget Adjustments
10. 2018-2019 Snowmobile Grant update
11. Discussion and Action on Bids for paving of Sunset Park parking lot
12. Purchase Requests
13. Resolutions/Ordinances
 - Ordinance Amending Chapter 187 Parks and Recreation, Article III, Park Rules and Regulations
14. Maintenance Report
 - Monthly Activities
15. Parks & Recreation Report
16. Committee Discussion
 - Future Meeting Dates: Regular Meeting May 1, 2018 -5:00 PM
 - Future Agenda items for action & discussion
17. Adjourn

Kindly arrange to be present, if unable to do so, please notify our office. Sincerely, Elizabeth Otto, 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
March 6, 2018

The meeting of the Property and Insurance Committee was called to order by Chair Vicki Bernhagen on Wednesday, March 6, 2018 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
Michael Starshak
Robert Lyon

Absent: Patti Garro

Also Present: Samantha Stobbe, Deputy County Clerk
Dawn Klockow, Corporation Counsel
Scott Weir, Maintenance Supervisor
Harley Reabe, County Board Chair
Mark Podoll, Sheriff

AGENDA

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

MINUTES

Motion/second (Starshak/Trochinski) to approve the minutes of January 3, 2018 with no additions or corrections. All ayes. Motion carried.

CORRESPONDENCE - none

PUBLIC COMMENTS – none

USE OF COUNTY PROPERTY-none

BID SPECIFICATIONS FOR PAVING OF SUNSET PARK PARKING LOT

Weir presented the bid and stated that the boat launch revenue would be the budget line that the parking lot is coming out of. The budget line was specifically created with the understanding that the boat launch areas would be improved and this is one of the improvements that will be made. The estimate is about \$40,000. Discussion held.

Motion/second(Lyon/Starshak) to approve the specifications subject to approval by the Land Conservation department and then send out for bids. Motion carried.

BUDGET ADJUSTMENTS - none

PURCHASE REQUESTS-none

RESOLUTIONS/ORDINANCES - none

ANNUAL REPORTS

The Report was submitted to the Committee.

MAINTENANCE REPORT

- The report was reviewed.

PARKS AND RECREATION REPORT

- The report was reviewed.

COMMITTEE DISCUSSION

Future Meeting Date: April 3, 2018 at 5:00 pm.

Future Agenda items for action & discussion:

ADJOURNMENT

Chair Bernhagen adjourned the meeting at 5:17 PM.

Submitted by,

Samantha Stobbe
Deputy County Clerk

Otto, Liz

From: johngeils@aol.com
Sent: Wednesday, March 21, 2018 5:03 PM
To: Otto, Liz
Subject: Fwd: Use of Parking facilities at South St. Social Service Center and Green Lake County Fairgrounds
Attachments: Sneakers Hoopfest Introductory Letter 2018.docx

Ms. Otto:

I am sorry for the confusion..The date requested will be Sunday, July 8 not Saturday, July 14th due to a conflict in our scheduling... I apologize for any inconvenience this may have caused you..Respectfully, John Geils

-----Original Message-----

From: johngeils <johngeils@aol.com>
To: lotto <lotto@co.green-lake.wi.us>
Sent: Tue, Mar 20, 2018 10:19 am
Subject: Use of Parking facilities at South St. Social Service Center and Green Lake County Fairgrounds

Ms. Otto:

Thank you for taking my call today. I am requesting use of the social service center parking lot and the county fairgrounds parking area on Saturday, July 14, 2018 from 7 a.m to 7 p.m. This is for overflow parking for a one (1) day 3 on 3 basketball tournament being held on Stonehaven drive in Green Lake. I am conferring with Green Lake Police Chief Ratter on the logistics so the traffic flow for both cars and pedestrians is well managed and properly signed. I have attached a copy of our introductory letter to potential participants to give you a brief overview of the event. Thank you for your consideration and I anxiously await your response. Respectfully, John Geils CEO Tuscumbia Country Club 920-294-3381

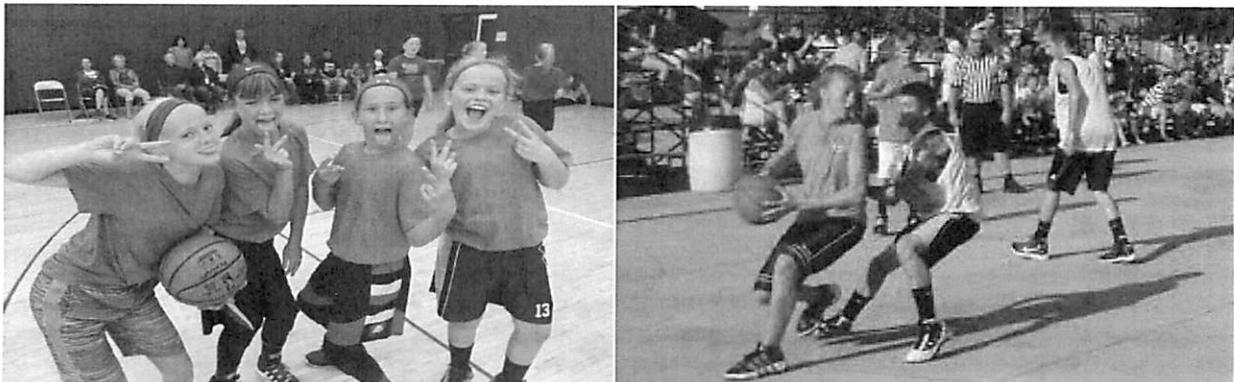
Sneakers

3 on 3 Hoop Fest

Ladies & Gentlemen:

Thank you for taking a minute to read the information enclosed in this packet. We are introducing our **Sneakers Hoopfest**, a 3 on 3, One (1) day basketball tournament to be held in Green Lake, Saturday, July 14, 2018.

This one day basketball event will be fun for the whole family! In addition to great basketball fun, there will be great food, lively entertainment, along with games and prizes on and off the court. This tournament, held in cooperation with Tuscumbia Country Club, has brackets for all ages from 11 to 55! Registration and information also can be obtained on our website @tuscumbia.net. Registration closes on Sunday, June 1, 2018. Don't miss the fun. We hope to see you there!



For additional information, please call 920-294-3381

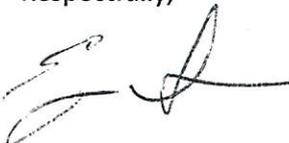
Scott Weir
571 County Rd A
Green Lake, WI 54941

COPY

Dear Mr. Weir,

My name is Eugene Sherman and I am the president of the Wisconsin Alliance of Bass Tournament Anglers (WABTA). We are a bass tournament organization that travels throughout southern Wisconsin. We spoke over the phone several months back regarding our tournaments on Big Green Lake in 2018. We will be hosting 2 events out of the Margaret Dodge Park boat launch. One on June 24th and the other on July 15th and both are 6 AM until 2 PM. There will be around 40 boats participating in our event. Anglers will launch and pay boat launch fees as they normally would. We have a small weigh in trailer that we would park on site in a manner that would not create a disturbance to either boat launch traffic or park traffic. We take care of our own trash and would require no municipal services or assistance other than an approval to host our event. Our organization takes pride in the conservation of our fisheries, our parks and boat launches. Our anglers are respectful of other boaters and those who live on the lake. Our events are permitted by the Wisconsin DNR for 2018. Please feel free to contact me at your convenience and thank you for your time and consideration.

Respectfully,



Eugene Sherman
WABTA President
PO Box 613
Pewaukee, WI 53072
(262) 271-5110

GREEN LAKE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: April 3, 2018
 Department: County Clerk
 Amount: \$11,419.00
 Budget Year Amended: 2018

Source of Increase / Decrease and affect on Program:
 (If needed attached separate brief explanation.)

The 2017 Worker's Compensation policy was adjusted after the annual audit with an increase in wages due to new positions and summer interns. The original premium was based on an estimate in August of 2016. Additional funds are needed to cover the change in premium.

Revenue Budget Lines Amended:

<u>Account #</u>	<u>Account Name</u>	<u>Current Budget</u>	<u>Budget Adjustment</u>	<u>Final Budget</u>
18-101-00-58000-000-000	Contingent Fund Expenditur	\$ -	\$ (11,419.00)	\$ (11,419.00)
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ (11,419.00)	

Expenditure Budget Lines Amended:

<u>Account #</u>	<u>Account Name</u>	<u>Current Budget</u>	<u>Budget Adjustment</u>	<u>Final Budget</u>
18-100-04-51930-510-000	Workman's Compensation	\$ 208,000.00	\$ 11,419.00	\$ 219,419.00
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 11,419.00	

Department Head Approval: 

Date Approved by Committee of Jurisdiction: _____

Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: _____

Date Approved by County Board: _____

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: _____

ORDINANCE NO. -2018

Amending Chapter 187 Parks and Recreation, Article III, Park Rules and Regulations.

The County Board of Supervisors of Green Lake County, Green Lake Wisconsin, duly assembled at its regular meeting begun on the 17th day of April 2018, does ordain as follows:

WHEREAS, The Green Lake County Board of Supervisors by Resolution 4-2018, passed and adopted on February 20, 2018, created a Parks Commission; and,

WHEREAS, Chapter 187 requires amendment to reflect that the Parks Commission now has the duties previously held by the Property and Insurance Committee,

NOW, THEREFORE, THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF GREEN LAKE DOES ORDAIN AS FOLLOWS:

1 Section 1. Green Lake County Ordinance, Chapter 187, Article III is amended as follows:

2
3 §187-8 Regulations established.

4
5 I. No excessive noise or amplified music is allowed on park or recreational area grounds.
6 Musical instruments and/or bands may not be played without prior approval by the
7 ~~Property and Insurance Committee~~ Parks Commission or its designee of the County
8 ~~Board of Supervisors.~~

Roll Call on Ordinance No. -2018

Submitted by Property & Insurance Committee:

Ayes , Nays , Absent , Abstain

Passed and Enacted/Rejected this 17th day of April 2018.

Vicki Bernhagen, Chair

Patti Garro, Vice-chair

County Board Chairman

Robert Lyon

ATTEST: County Clerk
Approve as to Form:

Michael Starshak

Corporation Counsel

Richard Trochinski

9 §187-11. Permit required to use boat launch.

10

11 No person shall use any County of Green Lake County-owned or –operated boat launch
12 facility for launching purposes without an annual or daily launching permit. The annual
13 permit shall be valid from April 1 of the year of issuance to March 31 of the next year. The
14 daily permit shall only be valid during the day of purchase. Daily permits will be sold
15 through self-registration at each boat launch site. Annual and daily permits will also be
16 sold at the County Clerk’s office and all establishments approved by the ~~Property and~~
17 ~~Insurance Committee~~ **Parks Commission or its designee**. Boat launch sites include
18 Margaret Dodge Memorial Park and Sunset Park.

19

20 Section 2. This ordinance shall become effective upon passage and publication.

21

22 Section 3. The repeal and recreation of any section herein shall not have any effect on
23 existing litigation and shall not operate as an abatement of any action or proceeding then
24 pending or by virtue of the repealed sections.

April 03, 2018
Property & Insurance Committee
Monthly Report
Maintenance Department
Parks & Recreation Department

571 County Road

2 additional exterior building security lighting fixtures converted to LED
Fire inspection completed by local fire department – 03/19/18
Set up tables/chairs hall area 2nd floor phase 2 – UWEX
Set up training room for 03/01/18 – UWEX
Repaired laminator - UWEX
Replaced ballast in light fixture – room #1257 – IT
Replaced door closure 1st. floor stairwell – HHS
Assembled 2 operating chairs out of 4 – HHS
Repaired counter edge strip/ mail area 1st. floor - HHS
Replaced caster on office chair admin. asst. – LUPZ
Removed old mail box/Installed new mail box in old mail box location - CC
Performed exterior radiation monitor of Auto Clear unit at SO security desk 02/28/18 /@ 1357 – SO
Replaced hydraulic lift cylinder patrol office chair – SO
Replace lamp task light - SO
Reset tripped breaker in break room-circuit over loaded – DA
Adjust locking mechanism to secure door Unit J/removed self-adhesive felt type chair pad from door frame so door would close properly – Corrections
Unplugged left sink Unit N – Corrections
Replaced vacuum breaker for toilet Unit C cell # 5 - Corrections
Replaced lambs and ballast light fixture under mezzanine Unit E – Corrections
Unplugged shower drain male locker room – Corrections
Replaced 6 4' T-8 lamps property storage room - Corrections
Updated cleaning chemical dispenser installed – Corrections
Lubed meal trap latches and key cylinders units N, E, J, and L requested/did all- Corrections
Power washed walls and ceiling male locker room shower area - Corrections
Replaced temp sensors top steamer – kitchen – ASC1 Company – Corrections
Repaired fixture head breakroom sink - Communications
Repaired damaged cabinet door station 2 – Communications
Repaired adjustable light side 2 (911 side) – Communications
General Maintenance performed
Scheduled Maintenance performed

Highway Department 1

Request to install interior/exterior 3 phase wiring for new roof exhaust unit – conduit installed -
Completed 03/28/18

Lake Steel Street

Replaced expired compressor for small walk in cooler –Food Pantry – Pulvermacher Enterprises
Replaced damaged thermometer small walk in cooler – Food Pantry
Replaced lamps and ballast / 3 fixtures 8'-2bulb – T12 – Maintenance/Parks & Rec Storage Building
Replaced 2 lamps and ballast / 1 fixture 4' 4 bulb – T8 – Maintenance/Parks & Rec Storage Building
Air supply lines installed – Maintenance Area
Auto water separator installed on 2 stage Air compressor – Maintenance
Installed welding exhaust system (fabricated/reclaimed from old AC unit components) – Maintenance
Installed to steel work benches/stations - Maintenance
General Maintenance performed
Scheduled Maintenance performed

Towers

General Maintenance performed
Scheduled Maintenance performed

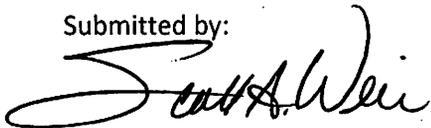
Parks

Replacement signage ordered Carry-Out Trash/No Dogs-Memorial Day thru Labor Day
Boat launches scheduled for install 05/03/18 – Dodge Memorial
Boat launches scheduled for install 05/03/18 – Sunset
Fishing pier scheduled for install 04/30/18 – Dodge Memorial
Boat launch scheduled for install – 05/03/18 – Twin Lakes
Boat launch scheduled for install – 05/03/18 – Spring Lake
Started seasonal clean-up of parks – Week of 03/26/18
General Maintenance performed
Scheduled Maintenance performed

FRI

Maintenance Request performed

Submitted by:



Scott A. Weir
Maintenance Director
Parks Director
Green Lake County