



GREEN LAKE COUNTY
571 County Road A, Green Lake, WI 54941

Original Post Date: 08/27/2020

Amended* Post Date:

The following documents are included in the packet for the Property and Insurance Committee on September 1, 2020:

- 1) Agenda
- 2) Minutes from 08/04/20
- 3) Parking Lot Maintenance Bid
- 4) Maintenance 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: September 1, 2020 Time: 4:30 PM

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

AGENDA

Committee Members

*David Abendroth, Chair
Charles Buss
Patti Garro
Richard Trochinski
Keith Hess*

Elizabeth Otto, Secretary

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Approval of Minutes: 08/04/2020
5. Update on 2021 Budgets
6. Parking Lot Maintenance Bid
7. Maintenance Report
 - Buildings and Grounds Report
 - Monthly Activities
8. Committee Discussion
 - Future Meeting Dates: Regular Meeting 10/6/20 -4:30 PM
 - Future Agenda items for action & discussion
9. Adjourn

Due to the COVID-19 pandemic, this meeting will be conducted and available through in person attendance (6 ft. social distancing required) or audio/visual communication. Remote access can be obtained through the following link:

Join Zoom Meeting

<https://zoom.us/j/98687412196?pwd=Zk1xenpjNU9XNy96QjlyUFdJYWZRZz09>

Meeting ID: 986 8741 2196

Passcode: 521667

Dial by your location

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

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

August 4, 2020

The meeting of the Property and Insurance Committee was called to order by County Clerk Liz Otto on Tuesday, August 4, 2020 at 4:30 PM in the Green Lake County Board Room, Green Lake County Government Center, 571 County Road A, Green Lake, WI. The meeting was held both in person and via Zoom due to the COVID-19 pandemic. Requirements of the open meeting law were certified as being met. The pledge of allegiance was recited.

Present: Patti Garro
Keith Hess
Richard Trochinski
David Abendroth

Absent: Chuck Buss

Other County employees present: Dawn Klockow, Corporation Counsel (Zoom); Cathy Schmit, County Administrator (Zoom); Harley Reabe, County Board Chair; Scott Weir, Maintenance Supervisor; Sheriff Mark Podoll; Barry Mashuda, Highway Commissioner

MINUTES

Motion/second (Hess/Garro) to approve the minutes of June 2, 2020 with no additions or corrections. Motion carried with no negative vote.

PURCHASE REQUESTS

- **Highway Electric Upgrade to Barns**

Motion/second (Garro/Trochinski) to approve the single proposal received from Pulvermacher Enterprises, Inc. for a total cost of \$11,450. Discussion held. Motion carried with no negative vote.

SUMMER MAINTENANCE LTE (Limited Term Employees)

Discussion held on current summer maintenance situation. Maintenance Supervisor Scott Weir stated that he currently has 3 summer LTE's working and also had a furloughed employee from Fox River Industries helping out for a few weeks so this summer has worked out well.

2021 BUDGET DISCUSSION

- **Maintenance**
- **Purchasing/Utilities**
- **Insurance**

Discussion held on 2021 budgets. Line item concerns regarding cable TV and telephone costs will be reported on next month. Chair Abendroth asked for comparibles relating to the leased vehicles.

MAINTENANCE REPORT

- Building and Grounds Report – report reviewed with no discussion
- Monthly Activities – report reviewed with no discussion

COMMITTEE DISCUSSION

Future Meeting Date: September 1, 2020 at 4:30 PM.

Future Agenda items for action & discussion: 2021 budgets

ADJOURNMENT

Chair Abendroth adjourned the meeting at 4:53 PM.

Submitted by,

Liz Otto
County Clerk

DRAFT

PROPOSAL

Wolf River Asphalt & Sealcoating Inc.

N5206 Rexford Rd • Shiocton, WI 54170

Office 920-986-3122 • Fax 920-986-3976

WolfRiverAsphalt@gmail.com • WolfRiverAsphalt.com

PROPOSAL SUBMITTED TO <i>Green Lake County</i>	PHONE <i>920-229-5119</i>	DATE <i>8/11/20</i>
STREET <i>571 County Rd A</i>	CITY, STATE, ZIP CODE <i>Green Lake, WI 54961</i>	
CONTACT <i>Scott W</i>	FAX	EMAIL <i>SWeir@co.green-lake.wi.us</i>

We hereby submit specifications and estimates for all labor and materials as specified on plans for:

Asphalt crack filling to include:

- Crack fill approximately 4950 lineal feet.
- All cracks will be cleaned and filled with hot rubber.
- Structural cracks will be routed to a 1:1 ratio. Yes No

Asphalt seal coating to include:

- Seal coat an area of approximately 178,405 Sq. Ft.
- Clean asphalt of all debris before seal coat is applied.
- Clean and treat oil spots with oil spot primer.
- Apply commercial grade pavement sealer, federally specified coal tar emulsion sealer.
- Our seal coat is professionally applied with additives such as rubber and silica sand.

Asphalt patching to include:

- Remove and replace approximately _____ square feet with compacted asphalt.
- Infrared patch approximately _____ square feet. – heat area, add asphalt, & compact.

Line striping is to be completed and included in price. Yes No

All materials meet Wisconsin Department of Transportation Standard Specifications.

NOTICE BY PRIME CONTRACTOR PURSUANT TO SECTION 709.02 (1) (A)
AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, BUILDER HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION OR OWNERS LAND AND BUILDINGS IF NOT PAID, THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE UNDERSIGNED BUILDER, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 90 DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROMISES TO RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO THE UNDERSIGNED BUILDER. IF ANY BUILDER AGREES TO COOPERATE WITH THE OWNER AND HIS LENDERS, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

\$ 22,450⁰⁰

Balance due upon completion.

ANY QUESTIONS PLEASE CONTACT US.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. All agreements contingent upon strikes, accidents, or delays are beyond our control. Owner to carry fire, tornado, and other necessary insurance.

Authorized Signature Lauren Boelter
Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of acceptance _____
Signature _____

September 01, 2020
Property & Insurance Committee
Monthly Report
Green Lake County Maintenance Department

571 County Road A

Request to repair broken seat on mesh chair-checked/ beyond repair/ advised corrections staff – Corrections
Report of pre wash sink before dishwasher leaking water per inmate – Checked found no leak- neck swivel loose from stretching line to wash food carts in incorrect area – Corrections
Removed broken key from lock on toilet paper dispenser corrections office restroom – Corrections
Replaced missing screws from outlet cover plate from Program 1 – Corrections
Repaired broken latch assembly for shower door unit D - Corrections
3 new office chairs assembled and delivered - SO
Made position adjustment to projector court room 2 per request - CRTS
Replaced light sensor room #2921 – LC
Assembled and delivered new office chair corp. counsel
Quarterly facilities fire inspection performed 08/21/20 results forwarded to County Admin.
Mowed In Rem properties in Berlin/Princeton (2) - TRES
Additional sneeze guards purchased and delivered to departments reception areas where requested
Drive and parking crack fill, seal coat, stripping scheduled for week of 09/14/20 – Wolf River Asphalt & Sealcoating Inc.
Scheduled Maintenance
General Maintenance

500 Lake Steel Street

To increase efficiency modified cooling ductwork and exhaust air in IDF room food pantry
Scheduled Maintenance
General Maintenance

Tower Sites

Princeton- Reset generator control panel alarm 08/11/20
Markesan
Kingston
Green Lake
Berlin
Scheduled Maintenance performed
General Maintenance performed

FRI

Repaired/replaced leaking hot/cold water (cold stem bent) cartridges men's restroom production area per request-Ordered extra set so they would have replacement in stock

Maintenance Department

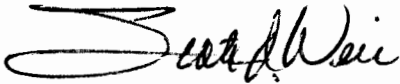
Maintenance LTE Logan C. last day of employment 08/18/20

Blood borne Path on-line training (County Mutual) completed by all Maintenance staff

Replaced starter on 2007- 2500 Ram plow/salt truck

Rebuilt power steering gearbox on 2007-2500 Ram plow/salt truck

Submitted by:

A handwritten signature in black ink that reads "Scott A. Weir". The signature is written in a cursive style with a large, stylized initial "S".

Scott A. Weir

Maintenance Director

Parks & Recreation Director

Green Lake County