



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

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**Original Post Date: 04/28/2021**

**Amended\* Post Date:**

**The following documents are included in the packet for the Property and Insurance Committee on May 4, 2021:**

- 1) Agenda
- 2) Minutes from April 6, 2021
- 3) Maintenance Buildings and Grounds 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: May 4, 2021 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: 04/06/2021
5. Public Comment
6. Appearances:
  - Josh Dirkse and Karen Flynn, Wisconsin County Mutual Insurance – overview of county policies
7. Maintenance Report
  - Buildings and Grounds Report
  - Monthly Activities
8. Committee Discussion
  - Future Meeting Dates: Regular Meeting 06/01/2021 at 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 and face masks are required) or audio/visual communication. Remote access can be obtained through the following link:

Topic: Property and Insurance  
Time: May 4, 2021 04:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/91405658174?pwd=bGI2aVJwamMwRmtXeS9SL09LVlcvQT09>

Meeting ID: 914 0565 8174

Passcode: 284284

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

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

April 6, 2021

The meeting of the Property and Insurance Committee was called to order by Chair Abendroth on Tuesday, April 6, 2021 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: Dave Abendroth  
Chuck Buss  
Patti Garro  
Keith Hess  
Richard Trochinski

Other County employees present: Cathy Schmit, County Administrator (Zoom); Scott Weir, Maintenance Supervisor; Matt Vandekolk, Chief Deputy; Liz Otto, County Clerk

### MINUTES

*Motion/second (Buss/Garro)* to approve the minutes of February 2, 2021. Motion carried with no negative vote.

PUBLIC COMMENT - None

### DISCUSS INDEMNIFICATION FOR SNOWMOBILE EASEMENT PROPERTY OWNER

The Markesan Sno-Drifters have been approved for a grant to improve an existing snowmobile bridge but are required to get an easement from DelMonte Corporation. Due to Corporation Counsel's absence, County Clerk Liz Otto explained the request for indemnification from DelMonte. The Parks Commission has approved the request and our insurance company has no problem with the request due to the low risk of recreational immunity.

*Motion/second (Garro/Trochinski)* to approve the indemnification request. Motion carried with no negative vote.

### ANNUAL MAINTENANCE REPORT

Discussion held.

*Motion/second (Hess/Buss)* to accept the annual maintenance report. Motion carried with no negative vote.

### MAINTENANCE REPORT

- Building and Grounds Report – discussion held
- Monthly Activities – no updates

### COMMITTEE DISCUSSION

**Future Meeting Date:** May 4, 2021 at 4:30 PM.

**Future Agenda items for action & discussion:** insurance presentation by Wisconsin County Mutual

**ADJOURNMENT**

Chair Abendroth adjourned the meeting at 4:40 PM.

Submitted by,

Liz Otto  
County Clerk

DRAFT

May 04, 2021  
Property & Insurance Committee  
Monthly Report  
Green Lake County Maintenance Department

#### 571 County Road A

Report of water dripping on floor in walk in freezer jail kitchen/Replaced damaged insulation and realigned heat tape on condensate line/cleaned condensate pan - Corrections  
Report of no soap coming out of soap dispenser/checked/ replaced bag - Corrections  
Replaced lamp in fixture about restroom entrance in jail kitchen - Corrections  
Report of right washing machine nearest door male locker room leaving large amount of water in machine/checked found no water/check pump all functioning/ran cycle all operating - Corrections  
Replaced lamp in fixture male changeover – Corrections  
Replaced lamp in fixture Unit J day area – Corrections  
De energized power supply to replaced security monitors above work station – Communications  
Replaced 3 2’x2’ ceiling tiles above work station power supply lines access from replaced security monitors - Communications  
Replaced fixture with LED fixture 2’x2’ above white board rear of room – Corrections  
Assisted Security Tech in various forms with install of new security system  
Elevator inspection/maintenance completed throughout the facility – Otis Elevator  
Changed rear entrance lock on In-Rem property 616 W Water Street Princeton - TRES  
Installed caster on cart – CC  
HVAC System scheduled programming for summer mode week of 05/03/21  
Scheduled Maintenance performed  
General Maintenance performed

#### 500 Lake Steel Street

Scheduled Maintenance performed  
General Maintenance performed

#### Tower Sites

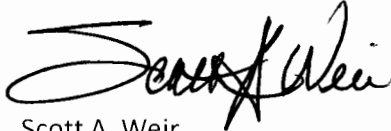
Princeton  
Markesan  
Kingston  
Green Lake  
Berlin  
Scheduled Maintenance performed  
General Maintenance performed

FRI

Replaced defective ballast in light fixture/middle production area per request

Maintenance Department filled the 2<sup>nd</sup> shift vacant Custodian position. Green Lake County would like to welcome Josh Sondalle to the Maintenance Department team.

Submitted by:

A handwritten signature in black ink, appearing to read "Scott A. Weir". The signature is stylized with a large, sweeping initial "S" and a cursive "A" and "W".

Scott A. Weir  
Maintenance Director  
Parks & Recreation Director  
Green Lake County