

**PROPERTY AND INSURANCE COMMITTEE**  
**February 01, 2022**

The meeting of the Property and Insurance Committee was called to order by Chair Abendroth on Tuesday, February 01, 2022 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. Requirements of the open meeting law were certified as being met. The pledge of allegiance was recited.

Present: Dave Abendroth  
Chuck Buss  
Patti Garro  
Richard Trochinski  
Keith Hess

Other County employees present: Scott Weir, Maintenance Supervisor; Liz Otto, County Clerk; Dawn Klockow, Corporation Counsel; Jason Jerome, HHS Director; Sheriff Mark Podoll; Cathy Schmit, County Administrator

**MINUTES**

*Motion/second (Hess/Buss)* to approve the minutes of December 7, 2021 and December 16, 2021 with no corrections or updates. Motion carried with no negative vote.

**PUBLIC COMMENT** - none

**PURCHASING POLICY DISCUSSION**

County Administrator Cathy Schmit presented a draft purchasing policy for the committee to review. Schmit stated that since the County Board rules were rewritten we have not had a formal purchasing policy in place. This one meets federal and state guidelines. The committee agreed by general consensus to put this on the next agenda to allow for review and/or revisions.

**MAINTENANCE REPORT**

- Buildings and Grounds Report – no updates to the written report submitted by Scott Weir.
- Monthly activities

**COMMITTEE DISCUSSION**

**Future Meeting Date:** March 1, 2022 at 4:30 PM

**Future Agenda items for action & discussion:** purchasing policy

**ADJOURNMENT**

Chair Abendroth adjourned the meeting at 4:40 PM.

Submitted by,

Liz Otto  
County Clerk