



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

Original Post Date: 06/01/2023

Amended* Post Date:

**The following documents are included in the packet for the
Property and Insurance Committee Meeting on June 6, 2023:**

- 1) Agenda
- 2) Minutes from 5/2/2023
- 3) WCMIC Property Appraisal Services
- 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: June 6, 2023 Time: **4:00 PM**

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

AGENDA

Committee Members

Charles Buss- Chair
David Abendroth- Vice-
Chair
Nancy Hiestand
Richard Trochinski
Dennis Mulder

Elizabeth Otto, Secretary

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Approval of Minutes: 05/02/2023
5. Public Comment (3 Minute Limit)
6. County Mutual Property Appraisals
7. 300 Club Update
8. Discussion Regarding Property Use Permits
9. Maintenance Report
 - Buildings and Grounds Report
 - Monthly Activities
10. Committee Discussion
 - Future Meeting Dates: Regular Meeting TBD
 - Future Agenda items for action & discussion
11. Adjourn

This meeting will be conducted through in person attendance or audio/visual communication. Remote access can be obtained through the following link:

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 214 357 346 650

Passcode: BNUtDa

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 920-515-0745,,554034484#](#) United States, Green Bay

Phone Conference ID: 554 034 484#

[Find a local number](#) | [Reset PIN](#)

Virtual attendance at meetings is optional. If technical difficulties arise, there may be instances when remote access may be compromised. If there is a quorum attending in person, the meeting will proceed as scheduled.

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

May 2, 2023

The meeting of the Property and Insurance Committee was called to order by Chair Chuck Buss on Tuesday, May 2, 2023 at 4:00 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 remote access. Requirements of the open meeting law were certified as being met. The pledge of allegiance was recited.

Present: Dave Abendroth
Chuck Buss
Nancy Hiestand (remote)
Richard Trochinski
Dennis Mulder

Absent:

Other County employees present: Liz Otto, County Clerk; Maintenance Supervisor Scott Weir; County Administrator Cate Wylie (remote); Matt Vandekolk, Chief Deputy (remote); Sheriff Mark Podoll (remote); Rachel Prellwitz, Health Officer; Jeff Mann, Corporation Counsel

MINUTES

Motion/second (Abendroth/Mulder) to approve the minutes of March 7, 2023. Motion carried with no negative vote.

PUBLIC COMMENT –

Barry Rogers, representing Green Lake Greenways, gave the committee an update on the bike path expansion. Plans are now changed to run the path on the east side of CTH A from Hwy 23 to South St. Rogers stated that Green Lake Greenways needs approval from the county in the form of a resolution in order to apply for a grant for the project. He reminded the committee that there is no cost to the county for engineering or construction but the county takes ownership of the path after completion for maintenance. A special Parks Commission meeting has been scheduled to approve the resolution.

DISCUSSION AND POSSIBLE ACTION REGARDING PURCHASING POLICY

Chair Buss requested clarification on the current purchasing policy. County Clerk Liz Otto stated that there is currently no formal policy other than purchases/services conforming to statutory bidding guidelines. In recent years Department Heads received a directive to include any major purchases in their budget for the coming year and if it was approved by the governing committee and the budget was approved by Finance there was no need to request approval from P&I as well. Supervisor Mulder and Sheriff Podoll expanded on this directive. Discussion held. No action taken.

USE OF COUNTY PROPERTY

- **Justin Krueger – 300 Club**

Justin and Erika Krueger, owners of the 300 Club, appeared remotely requesting use of the fairgrounds for a music festival on 08/25/2023 – 08/26/2023. Krueger stated they will provide all needed insurance and would require access to the grounds for a few days before and after the event for setup/cleanup. A use of county property application was submitted along with the \$300 required deposit. Discussion held. *Motion/second (Abendroth/Mulder)* to approve the request contingent upon approval from the Highway Commissioner, City of Green Lake, and Green Lake County Sheriff's Office. County Administrator Cate Wylie requested she be given the last right of refusal with a final walkthrough prior to the event. *Motion/second (Abendroth/Mulder)* to amend the motion to include a requirement that the 300 Club pay for any excessive overtime for added security from the Sheriff's Office. Sheriff Mark Podoll stated he is

unsure of what the overtime pay would entail at this time. Abendroth and Mulder withdrew the motion to amend. Abendroth and Mulder requested that County Administrator Cate Wylie be added to the original motion as an approver. Voice vote on original motion to approve the request contingent upon approval from the Highway Commissioner, City of Green Lake, Green Lake County Sheriff's Office, and the County Administrator. Motion carried with no negative vote.

- **Health Unit – car seat check**

Health Officer Rachel Prellwitz requested use of a portion of the south side parking lot at the Government Center on June 13, 2023 from 4:00 – 6:00 PM to sponsor a drive through car seat check in partnership with Children's Hospital. **Motion/second (Mulder/Trochinski)** to approve the request. Motion carried with no negative vote.

- **Sheriff's Office – National Night Out**

Sheriff Mark Podoll requested use of a portion of the south side parking lot at the Government Center on August 1, 2023 from 3:00 – 8:00 PM for National Night Out. A tent will need to be set up for the event. **Motion/second (Mulder/Abendroth)** to approve the request. Motion carried with no negative vote.

MAINTENANCE REPORT

- Buildings and Grounds Report – no questions or discussion
- Monthly activities – no questions or discussion

COMMITTEE DISCUSSION

Future Meeting Date: June 6, 2023 @ 4:00 PM

Future Agenda items for action & discussion:

ADJOURNMENT

Chair Buss adjourned the meeting at 4:55 PM.

Submitted by,

Liz Otto
County Clerk

WCMIC Property Appraisal Services

- Why is the County Mutual conducting property appraisals and who requested the service be completed?
 - The Company has invested in this value-added service to fill a need requested by County Mutual members. Many members have requested valuation or appraisal services as they are concerned with being underinsured or over-insured. For most members, a property appraisal has not occurred for many years, and some have never had one completed. Combine those statements with supply chain issues and the rising cost of inflation, it is in your best interest to have an appraisal completed. This service verifies County assets are adequately covered by insurance and that the County is not paying for insurance it doesn't utilize.
- Will new appraisal numbers be used for insurance calculations?
 - Yes, accurately determining property values is essential to evaluating the exposure of each insured participating in the program. An appraisal provides assurance to both the insured and the carrier that the insured's property is insured to value and therefore, equitably benefits both parties. Finally with accurate information we can provide a long-term financially sustainable program that benefits our "owners" (you) by providing premium stability and manageable rates and coverage.
- Who is the appraiser working for?
 - Wisconsin County Mutual Insurance Corporation (WCMIC) has contracted with AssetWorks, to provide the appraisal service for each of its' members.
- Is there a cost to this service? Why is there no cost?
 - WCMIC is fully funding the project, as a value-added service to its members to compliment the AssetWorks (Asset Management Program) provided to you by your carrier to properly value and maintain proper valuation of your entity's property and equipment.
- Is there a conflict of interest by having our insurer do an appraisal?
 - No, there is no conflict of interest in providing this mutually beneficial service. An independent appraisal firm, AssetWorks was selected by WCMIC Board of Directors to provide an unbiased appraisal that provides an accurate assessment of property and contents values, schedule of owned property and a condition report of current property structure that can be used for planned improvements. This information provides value to both the insured (provided the appraisal document) and the carrier (who will be provided a copy of the same document).
- What property appraisal services are being provided and how was the order of appraisals determined?
 - Onsite data collection and valuation for Buildings (≥\$75k), property in the open, and modeling of contents. The project is a three (3) phase approach (completed over 3 yrs.) with the schedule based on policy inception date and geographical location.
- Is participation in this program required for County Mutual property insureds?
 - Yes, participation in this program is required for all County Mutual property insureds. The General Conditions of your bound policy note the Company's ability to perform the appraisal. All insurance carriers reserve this right. Again, this is in the best interest of the policyholder to insure to value.

June 06, 2023
Property & Insurance Committee
Green Lake County
Maintenance Department Monthly Report

571 County Road A

Replaced lamps in fixture between secure doors ½ - Corrections
Report of unit K door latch not working properly-checked found debris in latch-cleaned lubricated – Corrections
Converted 2' fixture to LED second shower area unit K – Corrections
Replaced lamps in fixture above fingerprint machine – Corrections
Converted 2' fixture to LED front shower area unit L – Corrections
Converted 2' fixture to LED far shower area unit N – Corrections
Repaired hose in SO garage
Replaced oring in cold water control first sink unit J - Corrections
Adjusted new door seals walk in freezer/cooler – Corrections
Converted 3 bulb fixture to LED 2nd shower Unit M – Corrections
Cleaned out condensate tray walk in freezer/cooler kitchen – Corrections
Replace guard 1 button unit M - Corrections
Replaced battery in auto flush valve men's public restroom 1st floor Phase 2
Hung recognition plaque in waiting area per request – HHS
Repaired standing desk unit per request room #1121 - HHS
Cleared sink drain women's staff restroom 1st floor -HSS
Replaced hot water cartridge women's restroom 1st floor - HHS
Repaired flush valve women's restroom ADA stall Phase 2 1st floor
Replaced 2 lamps in fixture nurses hallway - HHS
Scheduled Maintenance performed
General Maintenance performed

500 Lake Steel Street

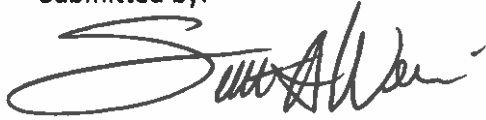
Scheduled Maintenance performed
General Maintenance performed

Tower Sites

Princeton
Markesan
Kingston
Green Lake – Wolter Power Systems to performed diagnostic test to trouble shoot electronic fuel solenoid from not opening. Service ordered 05/30/23
Berlin
Scheduled Maintenance performed

General Maintenance performed

Submitted by:

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

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