



GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

Original Post Date: 07/29/21

Amended* Post Date:

The following documents are included in the packet for the Property and Insurance Committee on August 3, 2021:

- 1) Amended Agenda
- 2) Minutes from 07/06/2021
- 3) Ordinance Amending Ordinance No. 19-2019 (Chapter 121) Use of County Facilities
- 4) Purchase Request Information
- 5) 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: August 3, 2021 Time: 4:30 PM
Location: Government Center, County Board Room, 571 County Road A, Green Lake WI

Amended* 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: 07/06/2021
5. Public Comment
6. *Correspondence
 - *Trip Parking
7. Safety Days Reimbursement
8. 2022 Budget Discussion
9. Simplex Alarm Systems
10. Ordinance
 - Amending Ordinance No. 19-2019 (Chapter 121) Use of County Facilities
11. Purchase Request – Air Conditioning for FRI
12. Discussion regarding 2022 County Health Insurance
13. Maintenance Report
 - Buildings and Grounds Report
 - Monthly Activities
14. Committee Discussion
 - Future Meeting Dates: Regular Meeting 09/07/2021 at 4:30 PM
 - Future Agenda items for action & discussion
15. 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 for individuals who are **not** vaccinated) or audio/visual communication. Remote access can be obtained through the following link:

Topic: Property and Insurance
Time: Aug 3, 2021 04:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/85052981266?pwd=K0xDUzhrWGFjL0s4YzZhQlIUQUtqdz09>

Meeting ID: 850 5298 1266
Passcode: 545418

Dial by your location
+1 301 715 8592 US (Washington DC)

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.



**GREEN LAKE COUNTY
OFFICE OF THE COUNTY CLERK**

*Elizabeth Otto
County Clerk*

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

+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

July 6, 2021

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

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

Other County employees present: Cathy Schmit, County Administrator (Zoom); Scott Weir, Maintenance Supervisor; Samantha Stobbe, Deputy County Clerk; Gerise LaSpisa, District Attorney; Sheriff Mark Podoll; Matt Vande Kolk, Chief Deputy; Dawn Klockow, Corporation Counsel (Zoom)

MINUTES

Motion/second (Garro/ Hess) to approve the minutes of June 1, 2021. Motion carried with no negative vote.

PUBLIC COMMENT – Sheriff Mark Podoll, spoke about the air conditioning unit and alarm in dispatch as it pertains to on call maintenance. Discussion held. Item to be put on the next Property and Insurance Committee agenda.

USE OF COUNTY PROPERTY

- **300 Club**

Samantha Stobbe read the request for the 300 club for parking in the Green Lake County fairgrounds from Friday, September 10, 2021- Sunday, September 12, 2021. It was stated they had completed the necessary paperwork, had their check and proof of insurance submitted as well. *Motion/second (Garro/Hess)* to approve the request. Ayes – 3, Nays – 2 (Buss, Trochinski), motion carried.

DISCUSSION REGARDING AMENDMENT TO ORDINANCE 19-2019 CREATING AN ORDINANCE REGARDING THE USE OF COUNTY FACILITIES

Chair Abendroth suggested County Clerk approve requests regarding use of County facilities for entities that have requested use in the past. County Administrator Cathy Schmit also suggested the Highway Commissioner is able to approve requests regarding the Highway grounds. New applications should continue to come before the committee. No action taken at this meeting. Corporation Counsel will draft actionable item for next meeting.

PURCHASE REQUEST – DA CELLPHONE

Motion/second (Garro/Hess) to approve the DA getting a County issued cellphone. Motion carried with no negative vote.

DISCUSSION REGARDING 2022 COUNTY HEALTH INSURANCE

Samantha Stobbe read an email from County Clerk Liz Otto regarding 2022 Health Insurance. All proposals must come to the Property and Insurance committee before being forwarded or denied.

MAINTENANCE REPORT

- Buildings and Grounds Report – Maintenance Supervisor Scott Weir discussed additions to his written report.
- Monthly activities

COMMITTEE DISCUSSION

Future Meeting Date: August 3, 2021 at 4:30 PM.

Future Agenda items for action & discussion: 2022 health insurance, Simplex System Alarms

ADJOURNMENT

Chair Abendroth adjourned the meeting at 5:03PM.

Submitted by,

Samantha Stobbe
Deputy County Clerk

ORDINANCE NO. -2021

Amending Ordinance No. 19-2019 (Chapter 121) Use of County Facilities

The County Board of Supervisors of Green Lake County, Green Lake Wisconsin, duly assembled at its regular meeting begun on the 17th day of August 2021, does ordain as follows:

- 1 **WHEREAS**, the County Clerk often receives inquiries from non-profit groups, school
- 2 districts, and other organizations requesting the use of County Buildings or real property
- 3 for non-county functions; and
- 4 **WHEREAS**, quite often the same groups request to use County Facilities for the same
- 5 events each year; and

Roll Call on Ordinance No. -2021

Submitted by Property & Insurance Committee:

Ayes , Nays , Absent , Abstain

Passed and Enacted/Rejected this 17th day of August, 2021.

David Abendroth, Chair

Charles Buss

County Board Chairman

Patti Garro

ATTEST: County Clerk
Approve as to Form:

Richard Trochinski

Corporation Counsel

Keith Hess

7 **WHEREAS**, the Property and Insurance Committee has studied the ordinance and has
8 determined that in certain cases the County Clerk and Highway Commissioner would be
9 capable of approving applications to use County Facilities under the ordinance, rather than
10 the organizations having to present an application to the committee.

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

13 Section 1. Green Lake County Ordinance, No. 19-2019 adopted on December 17, 2019, is
14 amended as follows (additions are in underline, deletions are in ~~strikeout~~):

15
16 §121-2 Reservation of County Facilities

17 E. Action on application. The Property & Insurance Committee shall act promptly on all
18 applications for permits and shall consider applications at its next regularly scheduled
19 meeting.

20 1. Delegation of authority.

21 a. The County Clerk may approve applications for permits for the use of the
22 Government Center and the Maintenance Building for any applicant who has
23 previously been approved by the Property and Insurance Committee provided
24 that the applicant complied with Section D.2. above for the prior use.

25 b. The Highway Commissioner may approve applications for permits for the
26 use of the County Fairgrounds and the Highway Department Buildings for
27 any applicant who has previously been approved by the Property and
28 Insurance Committee provide that the applicant complied with Section D.2.
29 above for the prior use.

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

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

34 Section 4. All ordinances and parts of ordinances in conflict herewith are hereby
35 repealed.



N8804 Douglas St. Ripon WI 54971
 (920) 748-6494, (866) 803-8428
 Info@brewerheating.com
 www.brewerheating.com

ESTIMATE

ESTIMATE #	130420
DATE	06/30/2021

CUSTOMER
PO BOX 69 BERLIN, WI 54923

SERVICE LOCATION
FOX RIVER INDUSTRIES Primary 222 LEFFERT ST. BERLIN, WI 54923

DESCRIPTION
QUOTE FOR AIR CONDITIONING SYSTEM REPLACEMENT

RHEEM RCF-6024STAMCA, 5 TON, HORIZONTAL CASED COIL
 RHEEM RA1360-5 TON OUTDOOR CONDENSER
 REMOVAL OF EXISTING AIR CONDITIONER
 RECONNECT 220 AND 24 VOLT WIRING
 INSTALL NEW INSULATED LINESET FROM INDOOR COIL TO OUTDOOR CONDENSER
 SUPPLY 2" PAD FOR OUTDOOR CONDENSER
 SUPPLY SCISSOR LIFT FOR COIL INSTALLATION
 ALL LABOR AND INSTALLATION
 A/C PROJECT PRICE: \$6260.00

I hereby agree to the work outlined above and the payment terms below.
 Terms: 50% downpayment and 50% upon completion of project.

Customer Signature: _____ Date: _____

Please sign and return a copy of this estimate. The work will be scheduled at your earliest convenience.
 If you have any questions regarding this estimate, please feel free to contact us.
 Find out more about Brewer Heating by visiting our website at www.brewerheating.com
 Check out what we're up to by liking our Facebook page: facebook.com/BrewerHeatingInc

THANK YOU FOR CHOOSING BREWER HEATING | WE GREATLY APPRECIATE YOUR BUSINESS



CONDON TOTAL COMFORT, INC.
HEATING & AIR CONDITIONING

11 Blackburn Street | Ripon, WI 54971
Phone: 920-748-5050 | Fax: (920) 748-5034
www.condontotalcomfort.com

QUOTE

Number: Q102215
Date: 7/7/2021
Account No: 0340800
Prepared For: RIVER INDUSTRIES, TOOK OFF
Terms: Due Upon Receipt
Sales Rep: COLTE

Billing Address

FOX RIVER INDUSTRIES
222 LEFFERT ST
BERLIN, WI 54923-0069

Service Address

FOX RIVER INDUSTRIES
222 LEFFERT ST
BERLIN, WI 54923-0069

QTY	DESCRIPTION	PRICE	EXTENDED
1.0000	13ACXN060-230 - (13J07) -Merit Series -Meets or exceeds 13 SEER -Sound levels as low as 76 dB -Ten year residential parts warranty -One year commercial parts warranty -One year labor warranty.	\$6,700.00	\$6,700.00
1.0000	XC13-060 13J14 -Lennox condenser -Elite series -Up to 15.50 SEER -Sound levels as low as 74 dB -Humiditrol compatible -Ten year residential parts warranty -One year labor warranty.	\$6,931.00	\$6,931.00
1.0000	ML14XC1-060-Lennox Condenser -Merit Series -Meets or exceeds 14 SEER -Lennox Quantum Coil technology -Sound levels as low as 76 dB -Ten year residential parts warranty -One year commercial parts warranty -One year labor warranty	\$7,604.00	\$7,604.00
1.0000	EL16XC1-060 13H83 -Lennox condenser -Elite series -Up to 17 SEER -Lennox Quantum Coil technology -Sound levels as low as 71 dB -Humiditrol compatible -Five year residential parts warranty -One year commercial parts warranty -One year labor warranty	\$8,696.00	\$8,696.00
1.0000	LISTED IS 4 OPTIONS FOR THE COST TO REPLACE THE NORTHEAST AIR CONDITIONING SYSTEM. PRICES LISTED ARE THE INSTALLED COMPLETE/TOTAL COST. IF THERE ARE ANY QUESTIONS PLEASE CONTACT US @ 920-748-5050. THANK YOU! - CONDON TOTAL COMFORT	\$0.00	\$0.00

NOTES

TERMS AND CONDITIONS

FINANCE CHARGES OF 1.5% MONTHLY AFTER 30 DAYS.

Construction Lien Notice as required by Wisconsin Construction Lien Law, contractor hereby notifies owner that persons or companies furnishing labor and/or materials for the construction on owner's land may have lien rights on that land and on the buildings on that land if they are not paid for such labor and/or materials.

ACCEPTANCE

To accept this quote please indicate your selections, print name, sign and date below. Please mail signed quote back to CTC or email quote back to debraw@condontotalcomfort.com and indicate method of payment due upon completion of installation.

CTC requires 50% down payment to start the job.

I hereby authorize & accept financial responsibility for services rendered.

Name: _____ Date: _____

Signature: _____

August 03, 2021
Property & Insurance Committee
Monthly Report
Green Lake County Maintenance Department

571 County Road A

Report of water dripping from "sprinkle head" ceiling above cooler in the kitchen/Checked-
condensation from suppression water pipe/no leaks – Corrections
Report of flush handle leaking at base/Replaced with handle repair kit/replaced diaphragm - Corrections
Replaced expired night light Unit D cell #2 – Corrections
Washed bird droppings on pavement in front of kitchen sally port overhead door per request –
Corrections
Mandated fire suppression system inspection/maintenance performed jail kitchen (Fire & Safety Co.) –
Corrections
Repaired toilet rec. 5 booking – Corrections
Simplex Grinnell tech. scheduled to replaced fire/safety relay OAHF 3 07/28/21 Relay replaced
communications side was losing connection to host above master control - Corrections
Replaced expired light bulbs in task light office #1912 – TRES
Replaced expired power pak for light sensor office #2906 – UWEX
Assisted with supplies and transport of fair materials 07/27/21 - UWEX
Repaired portable scale – LC
Relocated light motion sensor in ROD office per request will not pick up motion since relocation of office
environments - ROD
Adjusted right door west/west entrance/exit county board room/dado top door hinge pocket 1/16th
Sprayed for insects in office #1127 window area- had plants and personal items removed and sprayed –
HHS
Modified three old security system monitor brackets/mounted in #1257 – IT
Disposed of 12 boxes of unwanted 3 ring binders – HHS/CC
Replaced expired bulb in women's restroom 1st floor west wing
Cleaned slow draining sink drain- file work area 2nd floor – HHS
Adjusted door closure interior north staff entrance - HHS
Roofing inspection completed results due in 1st week in August – Custofam Corporation (Reminder-
warranty expired in 2020)
Replaced state flag with new
General Maintenance performed
Scheduled Maintenance performed

500 Lake Steel Street

Replaced expired back up battery power in emergency light food pantry staging area – Food Pantry
General Maintenance performed
Scheduled Maintenance performed

Tower Sites

Princeton-Wolter Power System tech check program/alarm codes/on board battery charger- none present- on board charger good. Confirmed 1 ½ year old battery expired/ bad cell/shorted from July Report.

Markesan - Wolter Power Systems tech deprogram nonexistent alarm code (O2 Sensor) to prevent false alarms 07/14/21

Kingston

Berlin

Green Lake – New fan motor assembly installed in Sanyo AC unit 07/08/21 – Brewer Heating

General Maintenance performed

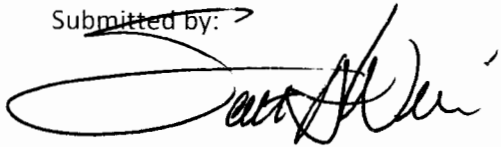
Scheduled Maintenance performed

Misc.

Lower water supply for fair turned on 07/12/21

Repaired leaking underground water line for lower water supply fairgrounds 07/12/21

Submitted by: >

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

Scott A. Weir

Maintenance Director/Parks & Recreation Director

Green Lake County