

# RUSK COUNTY PROPERTY COMMITTEE

June 14th, 2019

**Present:** Tom Hanson, Mike Hraban, Al Rathsack, Tony Hauser, Jerry Biller.

**Others Present:** Andy Albarado, Loren Beebe, Kitzie Nelson, Sheriff Wallace, Jim Bugbee.

Meeting called to order by Hauser at 8:30 a.m.

Motion by Hraban, second by Rathsack to approve the May 10<sup>th</sup>, 2019 minutes. Motion carried.

## Clerk of Courts

Office Equipment/Furniture: Andy informed the committee of the changes that have taken place in the Clerk of Courts Department and explained the need for them requesting to put up a cubical in the office. Motion by Rathsack, second by Hanson to approve the purchase of the office furniture that is needed to put a cubical in for Karie in the approximant amount of \$5,000; to have Chair Hauser approve the final estimate and the money will be taken out of the Circuit Court budget. Motion carried.

## Tom Hall

Phone Reimbursement: Andy gave a brief explanation of request. Motion by Hraban, second by Biller to approve the phone reimbursement. Motion carried.

## Sheriff

Sheriff- Dispatch Computer Replacements: Jim could get three computers for \$2,500-\$3,000 including two computers for dispatch. Originally thought it was part of the package deal with the Spillman project. Motion by Hraban, second by Biller to approve the purchase of the two computers for dispatch center and to have the money come out of the sheriffs budget. Motion carried.

## Building & Grounds

*Update on Maintenance of Government Center Facility and Other County Owned Properties*

2019 Budget Projections: Discussed and reviewed.

Approval of Payment Invoices: Motion by Hraban, second by Hanson to approve the payment of invoices. Motion carried.

Jr. Fair Fencing: Jr. Fair board member, Judy Srp, went over what the proposal the Jr Fair is looking at doing to change the flow of the traffic for the Truck and Tractor pull. The Jr Fair will be the ones that will do the project. Motion by Biller, second by Rathsack to allow the Jr Fair to cut the white fence and make a gate with all cost to be covered by the Jr. Fair board. Motion

Fairground Electrical Update/New Xcel Energy Services: Andy provided updates.

Fairgrounds/Trails End Roof Bids Update: Bids are due 7/2/2019 at 1:00 p.m. Had three people come in and want to be shown what the project would be.

Consider New Mower: Andy nothing to decide on today. Looking at getting more quotes for a new mower. The current mower keeps blowing belts but will continue to use it.

Capital Improvement Plan: Going to push back to next meeting. Still waiting for the big departments to submit theirs.

## Economic Development

*Update on County Properties/Economic Activities/Construction Projects-Consideration/ Approval of Change Orders*

Update on Real Estate Listings: Andy ones for the county are done moving ahead on them agreements are done and approve. The city is still working on theirs.

## Airport

*Update on Airport Operations, Usage, Hangers, Land Leases and Fuel-Hanger Construction Update*

Airport Petition Resolution: Andy went over the items that are listed in the resolution that will go in front of the county board this month.

Airport Improvement Public Hearing-June 19<sup>th</sup> 12:00 P.M.: Will be held at the airport. Agenda will be put together in case of quorum that may be present for hearing.

## Insurance/County Cars

Review of Insurance Claims and County Car Usage: Kitzie Nelson, Finance Director, provided updates that included: leased car had around \$9,000 from deer hit; sending out an independent appraiser for a second quote, couple work comps and ambulance backed into house.

## **IT**

*Updates on Computers, Programs, Services and County Dept.'s Computer/Software Equipment Requests/IT*

**Medical Examiner Laptop Purchases:** Jim stated that the current laptops that they are equipped with have a known issue. One worker lost documents due to the defect. He was asking for two but is now thinking that only one will be needed. \$780 is the current cost for the laptop. Will come back to committee if they hire someone else to get the second one. Motion by Hraban, second by Hanson to approve the purchase of the laptop for a cost up to \$800 and for the money to come out of the equipment fund. Motion carried.

**IT-HP Switch Purchase (Emergency):** Jim stated switch that went bad and needed to be replaced. \$1,605.55. Motion Biller, second by Rathsack to approve the purchase of \$1,605.55 and to have the money come out of IT budget. Motion carried.

## **District Attorney**

**Dual Monitors to implement the E-Referral System:** Hraban went over the request for the 2 monitors and 3 Varidesks in the amount of \$3,651.28 Motion by Biller, second Hanson to approve the purchase of 2 monitors and 3 Varidesks in the amount of \$3,081.16 and to have the money come out of the equipment fund. Motion carried.

## **Other Equipment Requests**

*Equipment Request*

**Medical Examiner-Cameras:** One of the cameras recently quite on a call Saturday. Jim is currently using a few of his own personal cameras and one of them went out when doing an autopsy on Monday. Need to use cameras that will take good documents for court. Olympus brand camera in the amount of \$449. Would like to purchase 4 cameras. The county to cover the replacement of his own personal camera that was damaged. Motion by Rathsack, second by Hraban to approve the purchase of 4 cameras for the amount up to \$1,800 and to have the money be taken out of the equipment fund. Motion carried.

**Medical Examiner-light bar:** \$173.58 for the light bar. Motion by Hraban, second by Hanson to approve the \$200 for the light bar and to have the money come out county car fleet fund. Motion carried.

## **Other Items for Discussion & Possible Motion**

**Website:** Andy and Kitzie went over the website that the county is looking at. The grant that was looking at being use is now not allowed to be used for it. Website needs to be ADA compliant. The cost is \$ 9,930. Each department will be charged \$245.53. Motion by Biller, second by Hraban to have each department have \$245.53 taken out of the budget to cover the cost of the new website. Motion carried.

Motion by Biller, second by Hanson to adjourn. Adjourned at 10:52 a.m.

Next meeting: July 12<sup>th</sup>, 2019 at 8:30 a.m.