

RUSK COUNTY PROPERTY COMMITTEE MINUTES

January 8th, 2021

Present: Tony Hauser, Tom Hanson, Alan Rathsack, Mike Hraban, Abbigail Knoll. Biller in at 8:37 a.m.

Others Present: Andy Albarado, Jim Bugbee, Sheriff Wallace.

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

Motion by Rathsack, second by Biller to approve the minutes from the December 10th, 2020 Property meetings. Motion carried.

Squad Cars

Two SUV's (Ford Explorer)

Ewald \$33,319

Toycen \$34,289.50

(1)Dodge Charger

Ewald \$27,497

Motion by Rathsack, second by Biller to approve two SUV's from Toycen and Charger from Ewald. Motion Carried.

COVID-19

Update on Facilities/Operations: Andy Albarado, Administrative Coordinator, stated that the facilities are still running the same as last month's update.

Acquisition of PPE Items and Cleaning /Sanitizing Equipment: No changes

Building & Grounds-Andy Albarado

Update on Maintenance of Government Center Facility and Other County Owned Properties: Andy Albarado, Administrative Coordinator, provided updates that included the following:

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

2020 Budget Projections: Budgets reviewed. Albarado stated that the budgets are looking good for end of the year.

Jail Hot Water Heater Replacement: Sheriff indicated that Jail Canteen fund cannot be used for paying cost. Biller motion, Rathsack second, to pay full cost of hot water replacement out of Courthouse Maintenance budget. Motion carried.

Jail Fixture Replacement:

Fixture has been ordered, expect it be installed in February.

Equipment Purchase

Out of inventory of office chairs. Motion by Biller, second by Rathsack to purchase 10 chairs, final authorization to come from Chair Hauser. Motion Carried.

County Room Booking Policy: Policy reviewed. Motion by Biller, second by Hanson to approve policy. Motion carried.

Cleaning Air Handlers/Ducts: Will be starting next month

Fairgrounds and Trails End Update on Maintenance:

Tree removal and clean-up proceeding at Trails End. Moving ahead with ice rink at Fairgrounds.

Recycling-Charmaine Riddle

Coordinator Report Including Update on Outreach, Violations, & Sites

Report: No report

Economic Development-Andy Albarado

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

Update: Expect Conwed building to be leased for 5 months this year.

Joint Management Actions: Albarado stated that there will need to be a meeting to address some of the issues out at the library.

Airport-Andy Albarado

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

Update: None

BOA/FAA Funded Projects-Update: None

COVID-19 CARES Act Funding: None

Insurance/County Cars

Review of Insurance Claims and County Car Usage

Claims Report: Kitzie Winters, Finance Director, no new claims.

Did recover payment for vehicle that hit guard rail.

Still waiting for quote for adding metal building coverage.

Management of County Vehicle Fleet(s): Getting mileage for cars.

IT

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

Sheriff Wallace explained issues with Sheriff's server. Server is full- hasn't been able to save dictation. Have working again this week, but needs to be updated.

Sheriff Dictation Server – Bugbee, \$3995 to replace server, and software. Current server at capacity and has crashed. 5 years old.

Motion by Biller, second by Hraban to purchase replacement Dictation server. Motion carried.

911 Replay Server – Bugbee – replacing 911 system that is down in radio room 6-7 years old. \$19,669 to replace. Replacement will be considered at future meeting after Bugbee has time to look into further.

CLOSED SESSION – Not needed

Motion by Biller, second by Hanson to adjourn. Adjourned at 9:45 a.m.

Next meeting: February 12^h, 2021 at 8:30 a.m.