

# RUSK COUNTY PROPERTY COMMITTEE MINUTES

February 12, 2021

**Present:** Tony Hauser, Tom Hanson, Alan Rathsack, Mike Hraban, Abbigail Knoll, and Jerry Biller.  
**Others Present:** Andy Albarado, Jim Bugbee, Charmaine Riddle, Sheriff Wallace, George Murray.

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

*Motion by Hraban with second by Rathsack to approve the minutes from the January 8<sup>th</sup>, 2021 Property meeting. Motion carried.*

## **Sheriff**

Dash/Body Cam Proposals: Have been working on getting bids for 11 cameras. Received additional bid from WatchGuard Co for \$146,021 for 11 cameras with Cloud storage for 5 years with a 5-year warranty. There is a \$5,000 yearly maintenance fee after 5 years plus evidence. *Motion by Hraban with second by Hauser to forward to Finance and then to County Board. Motion carried.*

Less Lethal rechargeable vest: Requesting purchase of a RACC (Remotely Activated Custody & Control) vest. It acts like a taser and can wear it under clothing. Will be used for jury trials where inmates have to be in street clothes, transfers, and when taking inmates to the hospital. It works with a remote and is rechargeable and fits up to a 52" waist. *Motion by Biller with second by Rathsack to approve purchase of 1 RACC vest coming out of the Inmate Commissary fund. Motion carried.*

LiveScan System Upgrade: Requesting upgrade of the fingerprint system for \$2220. Would include upgrade to computer and operating system. *Motion by Hraban with second by Hanson to approve purchase with funds coming out of Inmate Commissary fund. Motion carried.*

Long-range planning – new jail: Sheriff would like to get a study done on the jail to see whether it can be remodeled or would need replaced. Inspector is pushing for replacement but stated first step is to get a study done. Discussed similar situation with Highway getting a study done but didn't have County Board support. The situation is the same with Highway and we can't do both without one being paid off before the start of the other one. Need to prioritize projects and weed out recommendations from necessity. *Motion by Hraban with second by Hanson to move to Finance. Motion carried.*

## **COVID-19**

Update on Facilities/Operations: No change – continuing with sanitizing.

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 Hanson with second by Hauser to approve the payment of invoices. Motion carried.*

2020 Budget Projections: Budgets reviewed. Albarado stated that most budgets are coming in under budget.

Jail Fixture Replacement Update: No replacement yet. Fixtures still on order.

Equipment Purchase: None

Cleaning Air Handlers/Ducts: All work was done in 2021. Had hoped to have some done in 2020 didn't get supplies in time.

Fairgrounds and Trails End Update on Maintenance: Received many positive comments on ice rink on social media. JL Electric wants to sponsor switching the lights to LED.

## **Recycling-Charmaine Riddle**

Coordinator Report Including Update on Outreach, Violations, & Sites

Report: Have gone 4 months now without a contamination fee. Clean Sweep will be Wednesday, June, 16 from 2-6 pm this year. Have some final expenses of the year in order to use up the entire grant.

City of Ladysmith Reimbursement: They requested reimbursement for cost of recycling trailer, advertising for changes in curbside collection and yard waste. Do not have funds for yard waste reimbursement. Would like to reimburse \$252.48 for advertising and \$856.60 for trailer repair & maintenance. *Motion by Rathsack with second by Biller to approve reimbursement with funds coming out of the recycling budget. Motion carried.*

## **Economic Development-Andy Albarado**

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

Lease for 800 Gustafson Rd: Formerly Conwed building and is solely owned by County. Requesting short-term lease with Rands from late March/early April through September. Will be written for a year but will have a 30 day termination. Will pay \$.15/sq foot which is equivalent to \$11,523.60/mth. *Motion by Rathsack with second by Biller to approve the lease. Motion carried.*

Joint Management Actions: Met with Joint Management on leases. New lease with Russ Thompson for Fritz during the winter. New lease with UPI for north portion of 1402 Jez Rd for a year to year 5 year lease. Renewed the Rockwell lease for Fritz Ave.

- Update on Library: there are some ongoing issues including water behind efface that's running behind the walls on north and south side, HVAC issue mainly downstairs that's not moving enough air through the building. Ayres Associates recommended to put overhangs on north and south side of outside of library, redo efface, redo damaged mason work. Cost

will be \$220,000 but also include replacement of floor downstairs and damaged sheet rock. Researching whether they need to have state approved plans. Will hire a local HVAC contractor to add additional duct work to current air handler. Will be discussing funding options with City.

### **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, 2 incidents in January – both collisions.

Maintenance of County Vehicle Fleet(s): Lots less utilization in 2020. Currently at a loss of \$17,000. Very little repairs. Questioned whether to raise mileage rates or let it fix itself and re-evaluate alter. Consensus was to wait until the end of the year to re-evaluate.

Albarado reported that some of the new fleet vehicles will need repairs and questioned whether to bring each repair to Committee or contact Chair. Consensus was that all routine maintenance doesn't need approval. *Motion by Hraban with second by Biller to give the right to the Property Chair to approve all non-routine repairs on a case by case basis. Motion carried.*

Squad Cars 2021: No report – can be removed from agenda.

### **IT**

*Updates on Computers, Programs, Services and County Dept.'s Computer/Software Equipment Requests/IT* - Bugbee stated they are finishing off the last of the COVID laptops and moving on to new County Board laptops.

Update on Server for Sheriff's Dept. Dictation System: Bugbee reported that new one is up and running with no issues so far.

New Server for Sheriff's Dept. 911 Replay system: Received a quote from Exacom for \$19,610.80 and one from MACTEK for Higher Ground for \$18,108 with annual maintenance agreement of \$1800. MACTEK is the cheapest bid and most surrounding counties use the Capture 911 with Higher Ground and all like it and don't have any issues. *Motion by Biller with second by Rath sack to forward to Finance with funds coming out of Equipment Fund. Motion carried.*

### **CLOSED SESSION – announced by Chair**

Consider sale of County owned property.

19.85 (1) e - (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

*Motion by Biller with second by Hraban to go into closed session. Motion carried.* Closed session began at 9:50 am. Knoll left the meeting at 9:50 am.

*Motion to return to open session by Biller with second by Hanson. Motion carried.* Open session began at 9:58 am.

Motion by Biller to adjourn. Meeting adjourned at 9:58 a.m.

Next meeting: March 12<sup>th</sup>, 2021 at 8:30 a.m.

Minutes prepared by: Charmaine Riddle, Administrative Assistant/Coordinator