

RUSK COUNTY PROPERTY COMMITTEE MINUTES

OCTOBER 14, 2022

8:30 A.M.

Present: Tony Hauser - Absent, Jerry Biller, Phil Unterschuetz, Terry Wedwick and Alan Rathsack.

Others Present: C. Meyer, J. Wilk, J. Wallace, G. Shilts, A. Heath, J. Bugbee, C. Riddle, J. Wiles, A. Barna and J. Macholl.

Call to Order

Meeting called to order by V-Chair Biller at 8:30 a.m.

Approval of Minutes – September 9, 2022

Motion by Rathsack, seconded by Wedwick to approve the September 9th, 2022 minutes as presented. Motion carried.

Discussion and Possible Motion

Building and Grounds

Gary Shilts, Facility Manager and Jessica Wiles, Fairboard Chair spoke about the east wing of the barn at the Rusk County Fairgrounds. Chairman Wiles has requested to bring a suggested plan for the east wing to the November meeting with an open ring for shows and additional room for the livestock sale during the Fair. Discussion held.

RECYCLING, TRAIL END AND FAIRGROUND REPORT - CHARMAINE RIDDLE

Coordinator Report Including Update on Outreach, Violation, & Sites – October 1st was the 2023 grant request for \$87,811.00, site reimbursement and clean sweep report.

Trails End Report – The facility is officially closed for the year, a report was given on Picnic under the Pines, Tulip Policy will be reviewed and the next Annual meeting will be held on October 18, 2022.

Fairground Report – Winterized, inspection will be on Monday October 17, 2022, Grandstand rehab quote will be given at November's meeting, Flag Poll has been ordered for roundbarn, B & B Electric inspected issues during the Fair. B&B is suggesting to relocating some of the power which would cost \$4,857.00 for materials. Discussion on the JC Building contract for \$150.00 per year ending in December 2022.

- Install Fence along the south side of the Fairgrounds Approval

The cost to install 240 ft of fence and a 12ft gate is \$13,260.00, 85 ft of fence and a 12 ft gate is \$5,665.00. Chair Wiles will speak with the Fairboard Committee may help with cost and discuss at November's Property meeting.

- Bathrooms RFP Approval

Kane construction RFP – State approved drawings are between \$5,000.00 to \$8,000.00 for approved plans. Jim Kane of Kane's Construction would like a commitment from the Committee before he commits to an RFP, two plans were presented.

Motion by Rathsack, seconded by Biller to approve Kane Construction to go forward with State Approval of the Apostle Island drawing with 6 or 8 bathrooms. Motion carried.

- Log Building RFP Approval

Kane construction RFP quote to replace rotted logs and replace with stone for \$37,432.00 to stain the whole building \$27,565.00 for a total of \$64,997.00.

Motion by Rathsack, seconded by P. Unterschuetz to postpone replacing the rotted logs until other quotes with more options to preserve the building. Motion carried.

SHERIFF

New sink for the Jail Kitchen

Outside Agency will be doing the meals, the jail needs to replace the sink to rinse the dishes for \$1,680.00.

Fix Shower drain in Tank Shower

The shower drain was added after the building was built and installation is incorrect and would like Badger to replace the drain and replace the timer in Dorm #1.

Motion by P. Unterschuetz seconded by Rathsack to approve the Jail Kitchen sink from the Jail Maintenance budget and the Shower drain in the Tank Shower and repair timer in Dorm #1 from Courthouse repairs. Motion carried.

JAIL/DISPATCH

Purchase of a less lethal stun vest

Approval was February 2021 from RACC from the Inmate Commissary Funds. The Sheriff is informing the Committee that RACC is no longer in business and another company will be sending the vest with invoice.

Minutes by C. Meyer, Rusk County Clerk

Guardian RFID system

George Murry, Jail Captain is requesting approval for Guardian RFID system software in the amount of \$6,500.00 to update from the current Pipe Software for 3 years including training and 3 devices out of the current Sheriff's budget.

Motion by Wedwick, seconded by P. Unterschuetz to approve the purchase of Guardian RFID system software from the Jail Budget.

Motion carried.

Jail Meal Trays

The Jail currently has 75 metal trays and is requesting to purchase 75 more metal trays for under \$1,000.00 from the current Budget.

Motion by Rathsack, seconded by P. Unterschuetz to approve the purchase of 75 metal trays from the Current Budget under \$1,000.00. Motion carried.

FORESTRY

Purchase of Skid Steer Mower

Jerad Macholl, Assistant Forest Administrator requested approval for \$10,000.00 to purchase a skid steer mower which was approved in September by the Forestry Committee.

Motion by P. Unterschuetz, seconded by Rathsack to approve purchase of a Skid Steer Mower up to \$10,000.00 from the Habitat Budget and remaining from the Forestry Equipment Budget. Motion carried.

AMBULANCE

Ambulance Field Cloud Software Contract

Tom Hall, Ambulance Director has requested to purchase Ambulance Field Cloud Software so it can be used in the Ambulance during a call to give the hospitals updates from the Ambulance and is HIPPA compliant for \$2,500.00.

Motion by Rathsack, seconded by P. Unterschuetz to approve the Ambulance Field Cloud Software Contract for \$2,500.00 from the Ambulance Budget. Motion carried.

Heated area for Ambulance – The Gates Building will be utilized again this winter.

JUDGE/CLERK OF COURTS

Update wiring for Courtroom #2 (Annette Barna)

Judge Barna is requesting funds to update wiring for the use of the DAR system in Courtroom #2 totaling \$4,218.72.

Motion by P. Unterschuetz, seconded by Wedwick to approve the \$4,218.72 from ARPA funds to update Courtroom #2. Motion carried.

Judge Phone/Accessories/Contract Purchase

Judge Barna is requesting phone, accessories and contract purchase for electronic warrants.

Motion by Biller, seconded by P. Unterschuetz to purchase the phone for \$480.88 and monthly charge from the Judges Budget with removal of the existing MiFi device from the plan to be replaced with a phone with hotspot capabilities. Motion carried.

HEALTH AND HUMAN SERVICES

Electronic Health Records – Public Health

Jeremy Jacobs, HHS is requesting approval of funds for the Electronic Health Record/Patagonia software from the Reproductive Health no cost Extension Funds in the amount of \$27,675.00 - \$9,900 annually.

Motion by P. Unterschuetz, seconded by Rathsack to approve the Electronic Health Record/Patagonia software from the Reproductive Health Extension Funds at no cost to the County. Motion carried.

CELL PHONE

Stipend for Administrative Coordinator, Human Resource Manager and Finance Director

Motion by Rathsack, seconded by P. Unterschuetz to approve a phone stipend for Administrative Coordinator, Human Resource Manager and the Finance Director. Motion carried.

BUILDING & GROUNDS – Facility Manager Update on Maintenance of Government Center Facility and Other County Owned Properties

ARPA Projects from Finance Committee Recommendations-Ashley Heath/Jaimie Willk

A handout was given by the Finance Director, Jaimie Wilk to the Committee for recommendation/approval for ARPA project as for 2023 as follows:

Maintenance Truck/Plow – Motion by Rathsack, seconded by P. Unterschuetz to approve \$58,000.00. Motion carried.

ROD Back Scanning – Motion by Wedwick, seconded by P. Unterschuetz to approve \$44,815.11. Motion carried.

IT UPS Replacement Project – Need an employee list to Finance.

IT IP Camera Project - Motion by Biller, seconded by Rathsack to approve the \$120,000.00. Motion carried.

IT Server Hardware post and AC Unit –

Motion by Wedwick, seconded by Rathsack to approve the \$10,000.00 for post and AC Unit. Motion carried.

IT Cyber Security Vulnerability Assessment/Audit.

Motion by Wedwick, seconded by Rathsack to approve the IT Cyber Security Vulnerability Assessment/Audit for \$18,000.00. Motion carried.

IT Disaster Recovery Project – Motion by Biller, seconded by Wedwick to approve up to \$95,000.00 for the IT Disaster Recovery Project. Motion carried.

IT Synology County Wide Offsite Backup - No action

Sheriff storage – No action

Animal shelter – No action

Trails End Log Building Requested \$75,300.00 – Motion by Biller, seconded by Rathsack up to approve up to \$40,000.00 for the Log Building. Motion carried.

Fairground grind/repave road – Would like to concentrate on East wing of the barn.

Door installation at Gateway – 6 ft door and is requesting an overhead door to use for maintenance. Committee would like a cost estimate before approval.

Budget Review – no report

Approval AP Report Payment and Invoices – Motion by Rathsack, seconded by Biller to approve the AP Report as presented. Motion carried.

Discuss use of Rusk County Hospital/nursing home buildings and Marshfield Clinic buildings after termination of Marshfield Clinic Lease with Rusk County , Asbestos Survey Update – Committee would like to wait until the building is vacant.

Senior Center – Donated Chest Freezer, Kathy Walthers – No report

Lease with City Police Department – Discussed the current Lease with LPD ending the end of 2022. Trainee Service Annual Contract/Controls proposal pneumatics

Gary Shilts, Facilities Manager gave a proposal for Annual Service for \$5,025.00 and \$79,600.00 – RFP#1 and \$86,960.00 RFP #2 to replace the pneumatics. Committee would like to wait for the AD Hoc Master Plan decision before replacing the system.

Motion by Wedwick, seconded by Rathsack to approve the Annual Service for \$5,025.00 from the Maintenance Budget. Motion carried.

Preventive Maintenance Spring and Fall on all handlers, furnaces, boilers and AC.

The Facility Manager will get quotes.

Finance Office on 3rd floor plans - Discussed temporary DA's office.

Snowplowing – RFP for six Rusk County Facilities.

Motion by Wedwick, seconded by Rathsack to approve sending RFP's to plow, haul sand and salt for six County owned facilities. Motion carried.

ECONOMIC DEVELOPMENT – Administrative Coordinator

Update on County Properties/Economic Activities/Construction Projects – No report

AIRPORT – Facility Manager, Update on Airport Operations, Usage, Hangers, Land Lease and Fuel

BOA/FAA Funded Projects-Updates – End loader will not be arriving until next winter, a new Cloud based Fuel system will be introduced in 2023 and informed the Committee on solar option to generate revenue.

Fence Issue – Issue is fixed and the County should start receiving rent.

Lease compliance Issue – Discussed issues with hangers without a plane should vacate hanger by December 31, 2022. Discussed lease language.

INSURANCE/COUNTY CARS

Review of Insurance Claims and County Car Usage – Discussed reports given by Finance Director Jaimie Wilk,

Sale of County Cars on WI Surplus Auction - Jamie Wilk, Finance Director is requesting to sell 6 cars which include a 2007 Blue/Gray Malibu, 2008 F-250 from Forestry, 2003 Silverado, 2006 Red Malibu, 2008 Bronze Malibu and a 2003 Green Malibu.

Minutes by C. Meyer, Rusk County Clerk

Motion by Biller, seconded by Rathstack to approve the sale of the 6 vehicles as listed. Motion carried.

Personal Use of County Vehicles – Discussed the use of County Vehicles used for Personal use.

Motion by Biller, seconded by Rathstack to approve Law Enforcement and Employee Contracts that include use of County owned Vehicles in the Policy for Personnel. Motion carried.

Zoning Equinox repairs – Repairs will be around \$1,400.00 - \$1,500.00 to fix the Equinox.

Motion by Biller, seconded by Wedwick to approve the repairs to the Equinox for up to \$1,500.00 from the Fleet Budget. Motion carried.

IT – JIM BUGBEE - IT Report- Updates on Computers, Programs, Services and County Dept's Computer/Software

Case crack Grant Money approval – Grant approved Equipment for Sheriff in interview room.

Motion by Biller, seconded by Wedwick to approve the Grant Case Cracker Funds. Motion carried.

Electronic Door Installation

Clarification on Funding Source for IT Servers approved on 4/8/2022

Motion by to approve the funding source for the IT Servers for \$232,382.40 from ARPA Funds. Motion carried.

DHHS cell phone/case/contract

Two cell phones are needed in DHHS for a Social Worker and Low Income Heating Assistance.

Motion by Rathstack, seconded by Wedwick to approve both phones for DHHS from the DHHS Budget. Motion carried.

Starlink payment source

Requesting payment source for secondary internet for the Courthouse.

Motion by Biller, seconded Wedwick by allocate the Starlink payment source to central service budget. Motion carried.

Adjourn

Motion by Biller, seconded by Wedwick to adjourn at 12:52 p.m. Motion carried.

Summary for Court - Judge's Mifi: 715-415-9980

Your Plan

Public Safety 1st Resp MBB UNL
 \$35.99 monthly charge
 \$.25 per minute

MBB Unlimited Public Safety
 Unlimited monthly gigabyte

Have more questions about your charges?
 Get details for usage charges at
b2b.verizonwireless.com.

Monthly Charges

Public Safety 1st Resp MBB UNL	11/05 - 12/04	35.99
		\$35.99

Usage and Purchase Charges

Data	Allowance	Used	Billable	Cost
Gigabyte Usage	<i>gigabytes</i> unlimited	23.813	—	—
Total Data				\$0.00
Total Usage and Purchase Charges				\$0.00
Surcharges				.02
Regulatory Charge				\$0.02

Total Current Charges for 715-415-9980 **\$36.01**



Summary for Judge Mifi: 715-415-9980

Your Plan

Plan from 9/11 - 10/4
 Public Safety 1st Resp MBB UNL
 \$35.99 monthly charge
 \$.25 per minute

Plan from 9/11 - 10/4
 MBB Unlimited Public Safety
 Unlimited monthly gigabyte

Monthly Charges

New Plan			
Public Safety 1st Resp MBB UNL		09/11 - 10/04	28.79
\$35.99 per month / 24 days on new plan			
Month in Advance			
Public Safety 1st Resp MBB UNL		10/05 - 11/04	35.99
These are the normal monthly charges billed in advance.			
			\$64.78

Have more questions about your charges?
 Get details for usage charges at
b2b.verizonwireless.com.

Usage and Purchase Charges

Data	Allowance	Used	Billable	Cost
Gigabyte Usage(09/11 - 10/04)	<i>gigabytes</i> unlimited	13279	—	—
Total Data				\$0.00
Total Usage and Purchase Charges				\$0.00
Surcharges				
Regulatory Charge				.04
				\$0.04

Total Current Charges for 715-415-9980 **\$64.82**



Summary for Annette Barna DA Mifi: 715-415-0059
 100-01-51211-225

Your Plan

Public Safety 1st Resp MBB UNL
 \$37.99 monthly charge
 \$.25 per minute

MBB Unlimited Public Safety
 Unlimited monthly gigabyte

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Monthly Charges

Public Safety 1st Resp MBB UNL	05/05 - 06/04	37.99
		\$37.99

Usage and Purchase Charges

Data	Allowance	Used	Billable	Cost
Gigabyte Usage	<i>gigabytes</i> unlimited	6.8/19	—	—
Total Data				\$0.00
Total Usage and Purchase Charges				\$0.00
Surcharges				
Regulatory Charge				.02
				\$0.02

Total Current Charges for 715-415-0059 **\$38.01**



Summary for Annette Barna DA Mifi: 715-415-0059

100-01-51211-225

Your Plan

Public Safety 1st Resp MBB UNL

\$37.99 monthly charge

\$.25 per minute

MBB Unlimited Public Safety

Unlimited monthly gigabyte

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Monthly Charges

Public Safety 1st Resp MBB UNL	04/06 - 05/04	37.99
		\$37.99

Usage and Purchase Charges

Messaging	Allowance	Used	Billable	Cost
Text - Rcv'd <i>messages</i>	—	4	4	.08
Total Messaging				\$.08

Data	Allowance	Used	Billable	Cost
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Unbilled Usage from Previous Months

(Data usage is applied against any remaining allowance for the month in which the usage occurred.)

Gigabyte Usage <i>gigabytes</i>		.001	—	—
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Current Data Usage

Gigabyte Usage <i>gigabytes</i>	unlimited	10.018	—	—
Total Data				\$.00

Total Usage and Purchase Charges **\$.08**

Surcharges

Regulatory Charge				.02
				\$.02

Total Current Charges for 715-415-0059 **\$38.09**



Summary for Annette Barna DA Mifi: 715-415-0059
100-01-51211-225

Your Plan

Public Safety 1st Resp MBB UNL
 \$37.99 monthly charge
 \$.25 per minute

MBB Unlimited Public Safety
 Unlimited monthly gigabyte

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Monthly Charges

Public Safety 1st Resp MBB UNL	03/05 - 04/04	37.99
		\$37.99

Usage and Purchase Charges

Messaging	Allowance	Used	Billable	Cost
Text - Rcv'd <i>messages</i>	—	1	1	.02
Total Messaging				\$.02

Data	Allowance	Used	Billable	Cost
Gigabyte Usage <i>gigabytes</i>	unlimited	27.006	—	—
Total Data				\$.00

Total Usage and Purchase Charges **\$.02**

Surcharges	
Regulatory Charge	.02
	\$.02

Total Current Charges for 715-415-0059 **\$38.03**



Summary for Annette Barna DA Mifi: 715-415-0059

100-01-51211-225

Your Plan

Public Safety 1st Resp MBB UNL

\$37.99 monthly charge

\$.25 per minute

MBB Unlimited Public Safety

Unlimited monthly gigabyte

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Monthly Charges

Public Safety 1st Resp MBB UNL	02/05 - 03/04	37.99
		\$37.99

Usage and Purchase Charges

Data	Allowance	Used	Billable	Cost
Gigabyte Usage	<i>gigabytes</i> unlimited	28.806	—	—
Total Data				\$0.00
Total Usage and Purchase Charges				\$0.00
Surcharges				
Regulatory Charge				.02
				\$0.02

Total Current Charges for 715-415-0059 **\$38.01**



Summary for Annette Barna DA Mifi: 715-415-0059

100-01-51211-225

Your Plan

Public Safety 1st Resp MBB UNL

\$37.99 monthly charge

\$.25 per minute

MBB Unlimited Public Safety

Unlimited monthly gigabyte

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Monthly Charges

Public Safety 1stResp MBB UNL	01/05 - 02/04	37.99
		\$37.99

Usage and Purchase Charges

Data	Allowance	Used	Billable	Cost
Gigabyte Usage	<i>gigabytes</i> unlimited	65.024	—	—
Total Data				\$0.00
Total Usage and Purchase Charges				\$0.00
Surcharges				
Regulatory Charge				.02
				\$0.02

Total Current Charges for 715-415-0059 \$38.01



Summary for Annette Barna DA Mifi: 715-415-0059

100-01-51211-225

Your Plan

Public Safety 1st Resp MBB UNL
 \$37.99 monthly charge
 \$.25 per minute

MBB Unlimited Public Safety
 Unlimited monthly gigabyte

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Monthly Charges

Public Safety 1st Resp MBB UNL	12/05 - 01/04	37.99
		\$37.99

Usage and Purchase Charges

Messaging	Allowance	Used	Billable	Cost
Text - Rcv'd <i>messages</i>	—	6	6	.12
Total Messaging				\$.12

Data	Allowance	Used	Billable	Cost
Gigabyte Usage <i>gigabytes</i>	unlimited	274.275	—	—
Total Data				\$.00

Total Usage and Purchase Charges **\$.12**

Surcharges

Regulatory Charge	.02
	\$.02

Total Current Charges for 715-415-0059 **\$38.13**