

RUSK COUNTY PROPERTY COMMITTEE MINUTES

May 14, 2021

Present: Tony Hauser, Tom Hanson, Alan Rathsack, Jerry Biller and Mike Hraban.

Others Present: Andy Albarado, Jim Bugbee, Connie Meyer and Kitzie Winters.

Appearance: Sheriff Wallace

Meeting called to order by Hauser at 8:32 a.m.

MINUTES

Motion by Rathsack, second by Hanson to approve the minutes from the April 9th, 2021 Property meeting. Motion carried.

EMS

Ambulance Purchase – Tom Hall, Director request approval for a new ambulance (chassis with the current box) in the amount of \$121,818.00 to replace a 2008 chassis with 110,000 + miles from Lifeline. Discussion on the old chassis and using it in other Departments.

Motion by Rathsack, seconded by Hraban to purchase a remount chassis for \$121,818.00 from Lifeline and keep the old chassis for another use in the County. Motion carried.

COVID-19

Update on Facilities/Operations

Acquisition of PPE Items and Cleaning/Sanitizing Equipment – All PPE items and acquisition has arrived.

8:30AM – Open/Review RFP Submissions for Old Airport Terminal/Hangar Roof - Possible Motion

Request for Proposal was submitted in the paper last month to replace the roof for the old Airport Terminal/Hanger roof.

The following bids were submitted:

- RW Turanuski & Sons from Chetek - \$18,750.00
- Miller roofing coatings from Ladysmith – \$16,496.00

Motion by Biller, seconded by Rathsack to accept Miller Roofing Coating for \$16,496.00 pending warranty questions. Motion carried.

9:00AM – PUBLIC HEARING – State and Federal Aid for the Improvements at the Rusk County Airport

Chairman Hauser called the public hearing to order at 9:00 a.m.

Discussion on Statement of Project Intentions for Rusk County Airport.

STATEMENT OF PROJECT INTENTIONS FOR RUSK COUNTY AIRPORT				
Fiscal Year	Description of Improvement	Size of Improvement	Estimated Cost	Anticipated Petition Date
2021	Acquire/Replace Snow Removal Equipment		\$100,000	8/27/13 & 3/28/2017
	Replace AWOS		\$100,000	2021
	Clear runway approaches		\$60,000	8/27/13 & 6/25/2019
	Land acquisition for approach protections		\$50,000	6/25/19
	Upgrade Fuel System – Card/Payment Processing		\$20,000	6/25/19
2022	Drainage Improvements		\$50,000	6/25/19
	Design South Terminal/Hangar Area – Expansion		\$50,000	3/28/17 & 6/25/19
	Sealcoat and crack seal airport pavements		\$100,000	2021
2023	Runway Marking		\$100,000	8/30/11 & 6/25/19
	Design/Develop/Construct Auto Parking Area – Extension		\$25,000	8/30/11 & 6/25/19
	Wildlife Hazard Assessment/Study		\$25,000	8/27/13 & 6/25/19
2024	Rehabilitate North end hangar/former terminal (or remove asphalt)		\$150,000	8/30/11 & 6/25/19
2025	Feasibility study for runway extension		\$35,000	8/27/13 & 6/25/19
	Master Plan & EA for Runway Extension		\$50,000	8/30/11 & 3/28/17
	Rehabilitate/Resurface Runway Pavement 14/32 & 01/19 (Major)		\$1,000,000	3/28/2017 & 2021
	Land Acquisition for runway extension		\$250,000	8/27/13 & 6/25/2019
	Purchase/Install Security/Monitoring Cameras and Equipment		\$40,000	8/30/11 & 6/25/19
2026	Extend Primary Runway to 5000'	1,000 sq. ft.	\$1,000,000	2025
	Construct/Designate Helipad		\$50,000	8/27/13 & 6/25/2019
	Design & Install Perimeter Deer Fence w/Gates		\$500,000	3/28/17
	Rehabilitate/Resurface Ramp, taxiway and taxi lanes		\$500,000	3/28/17 & 2021

DESCRIBE PROPOSED IMPROVEMENTS AS FOLLOWS:
Construct a paved runway or extension, construct or expand paved apron, develop hangar area, acquire land or easements, remove obstructions, develop auto parking, prepare master plan. List the size of the improvements in acres, square yards, length, width, or as appropriate. If estimated cost is unknown, the Director of Aeronautics will estimate.

Motion by Biller, seconded by Hraban to approve the Statement of Project Intentions for Rusk County Airport and forward to County Board. Motion carried.

Building & Grounds-Andy Albarado

Update on Maintenance of Government Center Facility and Other County Owned Properties - Andy reported Interns hired for Building and Grounds.

Approval of Payment of Invoices –

- Motion by Biller, seconded by Rathsack to approve payment of invoices as presented. Motion carried.

Jail Fixture Replacement Update – Fixture update.

Equipment Purchase

Office Furniture purchasing – Andy will inform Department Heads to check with him before making a purchase of Office Furniture.

Fairgrounds and Trail's End Camp Update on Maintenance - TEC Nature Trail Improvements

Charmaine gave an estimated report from CeCe for the Trail's End Camp Nature Trail Needs. The cost estimate is \$13,200.00 including donated labor. Excel Energy has given a \$3,000.00 grant and a solar powered bench. A request for \$10,000.00 from the County (Audie/Perch Lake Budget) to complete the project as presented.

- Motion by Biller, seconded Hraban to approve \$13,200.00 estimate with \$10,000.00 County funds to complete the project as presented. Motion carried.

Sound system for grandstands – The Rusk County Jr. Fair Board has requested to purchase a Sound System for the Grandstands for the Rusk County Fairgrounds. The purchase has been approved by County Board with Property appropriating the funds from the County Budget as a loan or County payed Invoice. Property is waiting for the American Cares Act funding guidelines to make a decision.

Whitewashing of Barns at Fairgrounds – Rusk County Jr. Fair is seeking approval to have Kalepps whitewash the barns at the Fairgrounds with donations.

- Motion by Hraban, seconded by Rathsack to approve Kalups to whitewash the barns at the Fairgrounds. Motion carried.

Floor Machine Purchase – Andy has requested to discuss next month.

Capital Improvement Plans – Andy handed out a draft of Department Capital Improvement Plan and will discuss next month.

- Auction – Auction went well, another auction is planned for the fall.
- ICAA Lease of Building (shop) ICAA is require to have a lease document for their grant funding. The Lease agreement will be \$4.00 per sq. ft. – 5,600 feet for a total of \$22,400.00.

Motion by Rathsack, seconded by Biller to approve a lease agreement between Rusk County and ICAA for \$22,400.00. Motion carried.

SHERIFF

Jail Facility Study – Sheriff Wallace is requesting a Jail study or county Facility study approval. Discussion held on the cost of the study and the commitment by Rusk County to act on the study.

Motion by Hanson, seconded by Hraban to forward Resolution to Finance. Motion carried.

Recycling-Charmaine Riddle – Charmaine will have site attendant training on June 2nd. Recycling has been approved for 2021 grant in the amount of \$82,022.00 from the State. Will issue site attendant reimbursement next month. Clean sweep is scheduled for June 16th from 2-6pm at the Rusk County Highway Department.

Economic Development-Andy Albarado

Update on County Properties/Economic Activities/Construction Projects

XCEL Energy would like to lease the rail yard in Tony. The lease would be a 2-year lease, no termination clause for \$40,000.00 per year.

Motion by Hraban, seconded by Biller to approve a 2-3-year lease to Xcel Energy for \$40,000.00 per year. Motion carried.

Joint Management Actions

Update on Library – Waiting on a timeline to start the \$120,000 estimated Library project.

Airport-Andy Albarado

Update on Airport Operations, Usage, Hangers, Land Leases and Fuel

BOA/FAA Funded Projects-Update

COVID-19 CARES Act Funding – Discussion on additional money.

Airport Statement of Project Intentions – 6-year plan – The Resolution petitioning the Secretary of Transportation for Airport Improvement Aid was read by Andy to submit approval to County Board and then to the State.

- Motion by Biller, seconded by Hraban to approve the Petition and send to County Board. Motion carried.

Hospital Property – Andy Albarado

o Update of the future use of the property.

Insurance/County Cars-Kitzie Winters

Review of Insurance Claims and County Car Usage:

Claims Report: Work comp claim 2020 review was \$30,424.42 and property loss \$60,335.33 and 2021 is going well.

County Vehicle Fleet(s): Kitzie presented a report for the County Car fleet and Sheriff's Dept.

IT-Jim Bugbee

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

MACTEK – Jim had \$19,900 initially approved for this but needs an additional \$88 approved from the equipment fund.

- Motion by Biller, seconded by Hraban to approve an additional \$88 for the purchase of the 911 Windows Server for \$19,988.00 out of the equipment fund. Motion carried.

Replacement of Courtroom Poly Com – Requesting a bid from Audio Architect.

- Motion by Biller, seconded by Hraban to approve IT to request for a bid. Motion carried.

Charter Spectrum Bandwidth Upgrade – We currently have 200Mbps for \$769/month and wants to upgrade to 1Gbps for \$1282/month.

- Motion by Hraban, seconded by Biller to approve the upgrade to 1Gbps. Motion carried.

Switch – Is requesting \$1700.00 from the IT budget to purchase a switch with ports for extra connectivity for the Sheriff's Department gear.

- Motion by Hraban, seconded by Rathsack to approve the switch purchase for \$1,700.00. Motion carried.

Computer Purchases for LCDD – A request to approve \$3,600.00 to replace both Land and Water's computers from the Capital Project budget.

- Motion by Hraban, seconded by Biller to approve the purchase of 2 computers for LCDD in the amount of \$3,600.00 from the Capital Project Budget. Motion carried.

Computer Purchase for Forestry – 4 computers (\$3,500.00) in Forestry need to be updated.

- Motion by Hanson, seconded by Rathsack to approve the purchase of 4 computers in the amount of \$3,500.00 from the Capital Project Budget. Motion carried.

Security Camera System Purchase for Highway – The current camera system is not working at the Highway Department has requested to replace 12 cameras for \$3800.00. Discussion held on the number and location of cameras was to be determined by Commissioner and Highway Committee.

- Motion by Rathsack, seconded by Hanson to approve the purchase of 24 cameras from the Equipment fund up to \$7600 for the Highway Department and position the cameras per Commissioners request. Motion carried.

Other Equipment Requests

Emergency or Chairman Approved Request That May Come Before the Committee.

Discussion on County Board Members purchasing their old laptops and what to charge for each. Property will decide at the June meeting.

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, seconded by Rathsack to enter into closed session. Voting yes: Hraban, Biller, Hauser, Rathsack, Hanson.

Closed session – 10:54 a.m.

Open session – 11:01 a.m.

OPEN SESSION-possible motion on Topic of Closed Session

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Motion by Rathsack, seconded by Hanson to enter into closed session. Voting yes: Hraban, Biller, Hauser, Rathsack, Hanson.

Closed session – 11:01 a.m.

Open session – 11:30 a.m.

OPEN SESSION-possible motion on Topic of Closed Session

Motion by Biller to adjourn. Meeting adjourned at 11:30 a.m.

Next meeting: May 14, 2021 at 8:30 a.m.

Minutes prepared by: Connie Meyer, County Clerk