

RUSK COUNTY PROPERTY COMMITTEE MINUTES

APRIL 14, 2023

8:00 A.M.

Present: Tony Hauser, Jerry Biller, Phil Unterschuetz, Terry Wedwick and Alan Rath sack.

Staff Present: C. Meyer, J. Wilk, A. Heath,

Others Present: M. Leer, J. Wiles, B. Wiles, C. Ostenso, A. Christenson Jr, A. Christenson Sr. and Tammy Loomis

Call to Order

Meeting called to order by Vice-Chair Biller at 8:00 a.m.

Approval of Minutes

Motion by Hauser, seconded by Biller to approve the March 10, 2023 minutes. Motion carried.

Motion by Hauser, seconded by P. Unterschuetz to enter into Closed Session at 8:01 a.m. All responded yes.

CLOSED SESSION - Discussion of personnel issue pursuant to: Wis. Stat § 19.85(1)(f) for preliminary consideration of specific personnel problems which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person involved in such personnel problems.

OPEN SESSION – at 8:58 a.m.

DISCUSSION AND POSSIBLE MOTION

RECYCLING, FAIRGROUND AND TRAILS END REPORT- CHARMAINE RIDDLE

Coordinator Report Including Update on Outreach, Violation, & Sites – Charmaine gave a report on the Recycling Sites.

Trails End Report – A report was given on the progress of the Pavilion.

JREC Right-of-Way Easement Request is requesting to clear some of the overhead lines.

Motion by Hauser, seconded by Rath sack to approve the JREC Right-of-Way and forward to County Board. Motion carried.

Fairground Report – Charmaine gave an update on the barn quilts.

Bathrooms State update- Gary is working with an Engineering firm plans.

Grandstand repair update – Gary will send RFP's out next week, it will be a project for 2024.

Fairground Bleacher update – Charmaine gave an update on the bid for the Bleachers, the company made a mistake on the quote for 7 sets of bleachers.

Multipurpose Building Concrete – Jon Runstrom spoke to the Committee about concreting the multipurpose building and reallocated the \$40,000.00 approved bleacher funds to concrete the multi-purpose building.

Motion by P. Unterschuetz, seconded by Hauser to reallocate the \$40,000.00 from the bleachers for concrete in the Multi-purpose building at least half of the building and forward to Finance. Motion carried.

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

Maintenance Uniforms – Gary is requesting uniforms for all Maintenance employees for safety reasons.

Motion by Hauser, seconded by Rath sack to approve the Uniforms for the Maintenance Department from the Maintenance Budget. Motion carried.

Gutter/downspout, exhaust vents, roof repair - County owned buildings

Gary gave an overview of the repairs of County owned buildings.

Frequently monitor/repair heating units – County owned buildings

Gary gave an overview of the monitor and repairs of the heating units.

Landscape repairs – County owned properties.

Gary gave an update of the Landscape repairs throughout all County Properties.

New hire update – Gave an update on the new hires within his Departments.

Installation of Nalox-zon Box – Cheyenne – Cheyanne Makinia is requesting to Install Nalox-zon Zone Opioid Overdose Reversal boxes for Emergency situations in the Courthouse entry.

*Motion by P. Unterschuetz, seconded by Rathsack to put on the May Agenda for further research. Motion defeated
Motion by Biller, seconded by Hauser to start the process for the Nalox-zon Zone Opioid Overdose Reversal boxes and discuss at the May meeting. Motion carried.*

RFP – HVAC – No discussion.

Pave/grade senior center – Discussion held.

Pave/grade old church parking lot – Discuss held on blacktop and regrading.

*Motion by Biller, seconded by Hauser to approve 2 loads of gravel for the church parking lot from the Maintenance Budget.
Motion carried.*

Approval AP Report Payment and Invoices

Motion by P. Unterschuetz, seconded by Hauser to approve the AP Report Payment and Invoices as presented. Motion carried.

SHERIFF'S DEPARTMENT

Sheriff Wallace informed the Committee that a new K-9 request to purchase from grant funds.

Motion by Wedwick, seconded by Hauser to approve the purchase of a K-9 from grant funds. Motion carried.

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

IT New Hire – Walter was introduced.

Report on IT Project Tickets – IT is trying very hard to keep up with project tickets.

ADMINISTRATIVE COORDINATOR – UPDATE

Tony Railyard Land Sale – Ashley spoke about selling the 160.5 acres railyard in Tony. Discussion held.

Motion by P. Unterschuetz, seconded by Biller to put out RFP's for the sale of Tony Railyard. Motion carried.

RFQ for Chippewa Valley Mechanical – Discussed Chippewa Valley Mechanical.

Hospital Update – Ashley gave an update of shutting down utilities.

Motion by Biller, seconded by P. Unterschuetz to shut down all utilities at the hospital/nursing home facility as soon as possible after shut down procedures have been met. Motion carried.

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

Entitlement Transfer BOA – Gary gave an update on the Entitlement Transfer BOA.

Airport Easement BOA/MSA – Discussed the Easement BOA/MSA.

Airport BOA 5-year plan improvement – Discussed the 5-year plan improvement.

Airport Concrete repair – Gary informed the Committee of the concrete repair estimated at \$5,000.00.

Motion by P. Unterschuetz, seconded by Hauser to approve \$5,000.00 concrete repair from the Airport Funds. Motion carried.

Airport Loader – Funding is available.

Airport Runway Improvements – Crack and chip sealing is needed for Runway Improvements.

Fuel Master Upgrade update – The Fuel Master update was given by Gary, fuel is able to be purchased.

INSURANCE/COUNTY CARS

Review of Insurance Claims and County Car Usage

Jaimie Wilk, Finance Director and Ashley Heath, Administrative Coordinator gave a report on the Insurance Claims.

County Car Fleet/Transfer of County cars (2) to the Senior Meals Program – The Senior Meal Program is requesting to purchase 2 cars from the County Fleet.

Motion by Wedwick, seconded by P. Unterschuetz to approve the purchase of 2 vehicles to the Senior Meal Program for Kelly Blue Book price for the 2017 - \$8,409.00 and 2018 - \$10,698.00 out of the County Fleet. Motion carried.

Vehicle Usage for Travel to Trainings and Conferences – Ashley Heath, Administrative Coordinator discussed vehicle usage for travel to trainings and conference.

Motion by P. Unterschuetz, seconded by Hauser to not change the Vehicle Usage for Travel policy. Motion carried.

Insurance update – Jamie Wilk, Finance Director gave an Insurance update.

Next meeting will be May 12, 2023 in the LEC at 8:30 a.m.

Adjourn

Motion by P. Unterschuetz, seconded by Biller to adjourn at 11:09 a.m. Motion carried.