

# RUSK COUNTY JOINT MANAGEMENT COMMITTEE

April 20, 2023

Location: Rusk County Government Center – LEC Board Room

Committee Present: M. Hraban, A. Christianson, J. Kenyon, R. Tatur and T. Hauser

County Staff Present: J. Buchholz-Jones, A. Heath and G. Shilts

City Staff Present: A. Christianson

Others Present: T. DuSell, A. Rathsack, E. Webster, C. Swearing, Mayor Grotzinger and M. Reynolds

**CALL TO ORDER** by Chair Christianson at 3:03 p.m.

## **APPROVAL OF MINUTES**

*Motion by Reynolds, seconded by Hauser to approve the change of the price from \$13,517.00 to \$13,517.10 from the August 29, 2022 minutes under the section of Fritz Avenue Plant. Motion carried.*

## **BUILDING/MAINTENANCE ISSUES:**

### **ANIMAL SHELTER**

Action to concur with Animal Shelter Board recommendation to seek RFP for Shelter addition. – No Report.

Action to obtain quote for paving access and parking areas. – Gary Shilts, Facilities Manager gave an update.

### **LIBRARY**

Review Proposal(s) for HVAC work at Library

Gary Shilts, Facilities Manager is still working on getting RFP out of the HVAC system at the Library.

Review and likely action on proposed Change Orders to Lechleitner contract for ongoing work.

Lechleitner Builders, Inc. gave two new change order for complete replacement of 2 round windows on the back side of library to replace with 5X5 stationary windows. Discussion held on waiting until they have some further input from the library board. A quote to replace round windows and fill in with a wall.

*Motion by Hauser, seconded by Hraban to approve the Lechleitner Builders, Inc. Change Order #5 for the mobilization, setup and increased material cost for the EIFS work with the price of \$7,298.68. Motion carried.*

### **MAINTENANCE**

R.C. Maintenance Dept. report of work completed at above listed facilities since previous meeting.

Al Christianson Sr. emailed all members a list of things they have been completed and are working on at each building.

Ice/snow shields over heating equipment and components. – No Discussion

Other comments to or from County maintenance department. – No Discussion

### **ADF PLANT**

Determine whether paving project at west end is on Highway Department's work schedule

Gary Shilts, Facilities Manager will check with Highway Commissioner Scott Jones.

### **DOUGHTY RD BUILDING**

Review effort to remove dust collection system from east side of building, and possible action.

Al Christianson Jr. got a contact yesterday from Kyle Czekalski from Centerline Architecture company which is interested in removing and take away the dust collection system at no cost. Discussed patching the holes after they have been taken out.

*Motion by Tatur seconded by Kenyon to approve Centerline to remove the dust collectors from both the exterior buildings, Doughty Rd Building and Fritz Ave along with connective interior piping. Al Christianson Jr., City Administrator will contact Centerline and/or Rusk County Maintenance to patch any openings in the exterior. Motion carried.*

Consider/approve Proposal, if any, to install provided rain handlers on west side of building.

Gary Shilts, Facilities Manager has not been able to check with the highway department to see if they have a lift to install the rain handlers.

Consider undertaking preliminary planning (only) to link Jez Rd. buildings, and why. Note preliminary cost estimate to build same-sized connecting building

Al Christianson Sr. handed out a pricing sheet to committee members for preliminary planning only to connect the two buildings.

Consider seeking a property appraisal.

Discussion held about seeking property appraisals at a few of the Joint Management Buildings.

## **ENTERPRISE CENTER**

Note better look from adding kick plates to rotted doors. – No Discussion

Clarification of RCTC lease.

Sheryl was in contact with Jaimie Wilk, Rusk County Finance Director to clarify the RCTC Lease per month. RCTC is requesting a revision to their lease to continue to rent room 102 and adding the conference room for an additional \$401.00 per month to the current lease.

*Motion by Tatur seconded by Hauser to approve revising the current RCTC lease and adding the conference room for an additional \$401.00 per month. Motion carried.*

Consider seeking a property appraisal. – Discussed above.

Update on 5R Cleanup.

The City Administrator, Al Christianson Jr. gave an update on the 5R cleanup process and need to pulverize the blacktop that has crumbled where 5R trailers were parked.

## **FRITZ AVENUE PLANT**

Consider/approve Proposal(s) for rehabilitation work

Reynolds discussed the issues with snow/ice melts at the Fritz Avenue Plant and replacing the entry way with a mono pitched roof. Marty has offered to pay for the project if the Joint Management committee will go along with doing something like changing/add the new roof line and would request to get reimbursed or take a reduction off his lease payments after he finds out the total cost of the project.

Consider/approve Proposal(s) to remove unused dust collection system components. – See Motion from Doughty Road Dust Collection.

Review recent appraisal – No Discussion

## **GATES AVENUE MFG. PLANT**

Review recent appraisal. – No Discussion

Consider/approve Proposal(s) to install snow/ice breaks and/ gutters and heat tape on section of plant that includes west side loading docks and status of exterior light bulb replacement. – No Discussion

Update on DNR overseen 5R cleanup. – Discussed above.

Action on lease of small block addition on east side of premises. – Al Christianson Jr. spoke about A&M Fiber Glass possibility of leasing a 9x9 area in Gates Avenue accessible from the outside only to the lessor. The sheriff has no need for it and the 9x9 door would get rekeyed so they don't have to bother the sheriff when someone wants to look at it.

*Motion by Keyon, seconded by Hraban to give permission to rekey the 9x9 space at the Gates Avenue MFG. Plant that is accessible from the outside only. Motion carried.*

**JEZ RD. BUILDING  
MAINTENANCE**

Consider seeking a property appraisal

Al Christianson Sr. would like to seek appraisal of this property and other JM Buildings that have not been appraised.

**OTHER**

Consideration of ending JMC involvement with animal shelter, library and visitor center properties.

Discussed Joint Managements is involvement with the Animal Shelter, Library and Visitor Center since they each have their own committee/board. Tatur spoke about the financing and budget issues and why the Joint Management Committee involvement started.

*Motion by Tatur seconded by Hauser to enter into closed session at 4:12 p.m. All responded yes.*

Closed Session – announced by Chair

Consideration of Offer to Purchase received on Doughty Road Property

Action to go into Closed Session under authority provided in S. 19.85 (1) (e) Wis. Stats. to deliberate or negotiate 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; to wit; to consider an unsolicited Offer to Purchase County and City owned property located at 501 Doughty Rd. W.

Open Session – at 4:25 p.m.

*Motion by Hauser, seconded by Hraban to instruct the Administrative Coordinator to reply to the email to reject the offer on the 501 Doughty Road W and explanation why. Motion carried.*

**ADJOURNMENT**

*Motion by Tatur seconded by Hraban to adjourn at 4:27 p.m. Motion carried.*