

# RUSK COUNTY PROPERTY COMMITTEE MINUTES

August 14th, 2020

**Present:** Tony Hauser, Tom Hanson, Alan Rathsack, Mike Hraban, Abigail Knoll, Jerry Biller (8:31am – 10:23am)

**Others Present:** Andy Albarado, Charmaine Riddle, Jeremy Jacobs, Danielle Zimmer.

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

Motion by Rathsack, second by Hraban to approve the minutes from the July 10<sup>th</sup> and July 28<sup>th</sup>, 2020 Property meetings. Motion carried.

Biller present at 8:31 a.m.

## **Health & Human Services**

**Senior Center – Meals Program – Kitchen Fire Suppression System Deficiencies Update:** Explanation by Jeremy Jacobs, Health & Human Services Director, of estimates received for the fire suppression system; proposal is to update the system. Motion by Hraban, second by Hanson to approve update of the fire suppression system with the CARES funding. Motion carried.

**WIC Program Exam Room Purchases:** Jacobs explained request to set-up a separate lab area at a cost of \$1,706 out of the state WIC allocation through Perspective Enterprises. Motion by Hraban, second by Rathsack to approve purchase in the amount of \$1,706.00 to set-up lab area. Motion carried. Discussion on possible rooms in the courthouse. Motion by Hraban, second by Hanson to direct Albarado, Jacobs & Bugbee find an area to use. Motion carried.

## **Recycling-Charmaine Riddle**

*Coordinator Report Including Update on Outreach, Violations, & Sites*

**Waste Management Annual Review:** Charmaine Riddle, Coordinator, explained that Diana Siebels was present by phone. Siebels gave brief history of relationship and getting information out to residents. Discussion on contamination fees and charges apply to full load for one bag being present. Riddle explained there are two years on contract yet, good working relationship; plan to address the contamination fee language in the next contract.

**Report:** Riddle presented report and provided copy of 2020 Cleansweep information and a poster to each committee member. Explanation of changes in charges for some items. Discussion of city dumpster move to a secure location. Brief discussion on budget.

## **Insurance/County Cars**

*Review of Insurance Claims and County Car Usage*

Discussion on insurance claims – multiple deer hits. Albarado updated that county car usage is down. Discussion on leases – county fleet leases expiring soon, forestry and sheriff have a year or two more.

## **Building & Grounds-Andy Albarado**

*Update on Maintenance of Government Center Facility and Other County Owned Properties*

**2020 Budget Projections:** Budget reviewed and discussed. Discussion on CARES Act funding of \$30,000 that will be received for the airport.

**LPD Lease-Update:** Discussion on approval needed for lease that came from Joint Property meeting. Albarado provided recommendation to run the lease through December 31, 2022 – to keep on same time schedule as ambulance lease. Discussion on office staffing, ambulance service. Motion by Biller, second by Rathsack to approve 5-year lease extension for LPD and a separate 5- year lease for the ambulance. Motion carried.

**Power House - Updates:** Albarado updated that the meals program is on board with Power House beginning to use the building again for one night a week – meals are still not being held on site. Motion by Biller, second by Hraban to allow use of the Senior Building one day a week by Power House. Motion carried. Albarado explained that there has been an inquiry about the possibility of building a 70x40 building east of the Senior Center. Discussion on building and possible locations. Consensus to continue discussion and direct Albarado to get more information from Power House regarding plans.

**Jail Hot Water Heater Replacement:** No update – waiting on estimates

**Update on Maintenance of Fairgrounds and Trails End:** CeCe Tesky was hired as caretaker at Trails End, discussion on maintenance and group arrival; fire extinguisher incident. Albarado updated fair had a few maintenance issues/complaints: need for clay to fill holes, would like to rebuild permanent seating in round barn, East wing concrete base is tipping, need for larger bulk tank. Motion by Hanson, second by Rathsack to delegate Albarado work with Fair Board on getting these requests taken care of. Motion carried. Discussion on mask use during the fair.

**Trails End Caretaker – Mileage/Cell Phone Reimbursement:** Albarado explained request to reimburse for 2 miles each trip rather than having a county vehicle used. Motion by Hraban, second by Rathsack to approve mileage and cell phone reimbursement. Motion carried.

**Approval of Payment of Invoices:** Motion by Hraban, second by Rathsack to approve the payment of invoices. Motion carried. Discussion on EOCC additional cost. Explanation by Albarado of quote of \$6,926.94 received in December of 2019. Motion by Rathsack, second by Hraban to approve additional cost. Motion carried.

### **Economic Development-Andy Albarado**

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

Update: Albarado provided update on buildings/maintenance and things that will come up in the next few years. Discussion on weeds growing in Conwed parking lot – looking at spraying.

Joint Management Actions: Discussion on maintenance of joint owned properties.

### **Airport-Andy Albarado**

*Update on Airport Operations, Usage, Hangers, Land Leases and Fuel-Hanger Construction Update:*

Update: Albarado updated on crack-seal project and fuel pumps are up and running.

Covid-19 CARES Act Funding: Update was provided this week to Albarado. Discussion on different areas funding can be applied for.

### **IT**

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

- No report.

### **Other Items for Discussion & Possible Motion**

EOCC – additional costs: Done under payment of invoices.

Ambulance Agreement: Done under LPD lease.

Methodist Church: Discussion on possibility of Highway Department tearing down the building. Asbestos removal would be contracted and done first – once certified clean the county could recycle and dispose of remaining materials.

Door locks: Door lock replacement is delayed. Currently looking at opening South entrance and keeping North entrance locked.

Motion by Hanson, second by Rathsack to adjourn. Adjourned at 11:08 a.m.

Next meeting: September 11<sup>th</sup>, 2020 at 8:30 a.m.