

RUSK COUNTY JOINT MANAGEMENT COMMITTEE

August 31, 2023

Location: Rusk County Government Center – LEC Board Room

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

County Staff Present: C. Meyer, D. Fleming, A. Heath, J. Wilk and G. Shilts

City Staff Present: A. Christianson Jr.

Others Present: E. Webster and C. Swearingen

CALL TO ORDER by Chair Christianson at 1:00 p.m.

APPROVAL OF MINUTES – July 27, August 10 and August 24, 2023 Minutes

Motion by Hauser, seconded by Kenyon to approve the July 27, August 10, and August 24, 2023 minutes as presented.

Motion carried.

LIBRARY

Action on Proposal(s) for HVAC work at Library – No report

Report on progress on Lechleitner Builders Contract, and action on invoice for 2023 new mobilization

Discussed invoice for Lechleitner Builders Contract and invoice for \$8,000.00 for new mobilization.

Motion by Hraban, seconded by Hauser to approve the invoice for 2023 new mobilization for \$8,000.00. Motion carried.

BUILDING/MAINTENANCE ISSUES:

ANIMAL SHELTER

Action to Approve emergency replacement of A/C unit

The A/C unit at the shelter stopped running and was unfixable, the cost to replace the unit was \$5,600.00 and deemed an emergency due to high temperatures in the building and too hot for the animals.

Motion by Hauser, seconded by Hraban to approve the replacement of the A/C unit for \$5,600.00. Motion carried.

Report on project to add space for cats

The RFQ for design services is being re-submitted for the second time due to non-sufficient RFP's.

Review quote for paving access and parking areas and need for 2024 budgetary approval – No report

MAINTENANCE

Gary Shilts, Rusk County Facility Manager gave a report (attached) on the Animal Shelter, Library, ADF, Doughty, Enterprise, Gates, Fritz, Jez Buildings and the Visitors Center.

ADF PLANT

Action to pay or to not pay previous A/C repair invoice

Ashley Heath, Rusk County Administrative Coordinator gave an overview of the A/C repair invoice the tenant paid, she is requesting guidance how to proceed with the invoice. The Committee would like tenants to notification Gary Shilts, Rusk County Facility Manager of problems/repairs.

Motion by Kenyon, seconded by Hraban to reimburse ADF \$405.00 for services from JL Electric. Motion carried.

Report/action on Proposal to pave dumpster access area on west side of facility.

Motion by Hauser, seconded by Kenyon to approve to pave the ADF West Driveway as proposed for \$42,532.67 by Rusk County Highway Department. Motion carried.

DOUGHTY RD BUILDING

Action to authorize purchase of rain handlers – Looking for additional rain handlers.

Action to rent lift to facilitate installation of rain handlers on west side – Gary gave a report.

ENTERPRISE CENTER

Action on Proposal to repaint EIFS (exterior insulation and finish system) pediment.

Chair Christianson is asking the Committee for approval for the proposal from Barefoot painter to repaint the EIFS.

*Motion by Hauser, seconded by Kenyon to approve the proposal to repaint the EIFS for \$1,528.00 from Barefoot Painters.
Motion carried.*

FRITZ AVENUE PLANT

Report on recommendation for HVAC replacement/rehabilitation work – No Report

Action on repaving Proposal from RC Highway Department – Approved August of 2022 to repave.

GATES AVENUE MFG. PLANT

Report on tenant requests or concerns – No report

JEZ RD. BUILDING – Building is empty and available.

APPRAISALS

Action on quote to appraise property at 1402 Jez Rd. for an additional fee of \$1,750.

Motion by Hauser, seconded by Hraban to approve the expenditure of \$1,750.00 to appraise 1402 Jez Rd. Motion carried.

PAST PROJECTS SUMMARY – No Report

CORRESPONDENCE

Chairman's report, including potential new joint project option involving rail yard.

Consider development on new JMC operating agreement.

SET DATE FOR THE NEXT JMC MEETING – September 28, 2023 at 1:00 p.m.

ADJOURNMENT

Motion by Hraban, seconded by Hauser to adjourn at 1:52 p.m. Motion carried.