

RUSK COUNTY PROPERTY COMMITTEE MINUTES

DECEMBER 8, 2023

8:30 A.M.

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

Staff Present: C. Meyer, A. Heath, J. Wilk, G. Shilts, J. Wallace, C. Riddle, J. Macholl, J. Kahl, K. Bugbee and J. Jacobs

Others Present: E. Webster

Call to Order

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

Approval of Minutes – November 10, 2023

Motion by Biller, seconded by Wedwick to approve the November 10, 2023 minutes. Motion carried.

DISCUSSION AND POSSIBLE MOTION

SHERIFF

Review Squad Car Bids and Approve Purchase of additional Squad Car

Sheriff Wallace is requesting to approve the purchase of four vehicles to replace older model squads in the Sheriff's Department.

Motion by Biller, second by Wedwick to approve four vehicles a Ram SSV - \$39,529.00 and F250 \$52,305.00 from Johnson Motors and two Interceptor \$43,182.52 each from Toycen Motors from the County Car Fleet Budget for the Sheriff's Department. Motion carried.

Recycling, Fairground and Trails End Report

Charmaine Riddle gave a report including Update on Outreach, Violation and Recycling Sites.

Trails End Report

Swinging Bridge Damage – James Kahl the Trails End Director gave a report on the permits and repairs.

Discussion held. James will work on getting more information and will bring it back to Committee.

Camping Electrical Upgrades – Request to upgrade the Electrical at Trails End. The quotes are: Red Cedar - \$4,317.00 and B&B Electric - \$5,485.00 also suggested upgrading the pedestal for \$4,494.00.

The Committee is recommending a third quote to following Financial Procedures.

Pavilion Wrap Up and Budget Shortage – James gave the Pavilion wrap up and is requesting additional funds of \$7,300.00 due to additional expenses for the Pavilion.

Motion by P. Unterschuetz, seconded by Biller to approve \$7,300.00 for additional funds for the Pavilion from ARPA funds and forward to Finance and County Board for approval. Motion carried.

Fairground Report

Fairgrounds Update - Charmaine gave an update on the calendar for 2024 and the request to update the electrical for additional campsites on the Fairgrounds.

FORESTRY

Repair/Replacement of Forestry Truck – Forestry is requesting \$2,500.00 to repair the F250.

Motion by Biller, second by P. Unterschuetz to approve the \$2,500.00 to repair the 2011 F250 from the Car Fleet Budget. Motion carried.

ANIMAL SHELTER

Acquisition of Additional Cell Phone for On-Call Staff

T. Wedwick, Chair of Animal Control is requesting approval for one Cell Phone for On-Call Staff.

Motion by Biller, seconded by Wedwick to approve one Cell Phone for Staff/ On-Call Staff from the Animal Shelter Budget. Motion carried.

HIGHWAY

ARPA request for Plow Truck – Highway Commissioner Scott Jones is requesting 2 additional Plow trucks from ARPA funds.

Motion by Biller, seconded by Hauser to approve \$750,000.00 for two Plow Trucks from the ARPA Funds.

Roll Call Vote: Yes - Biller, Hauser No – P. Unterschuetz, Wedwick. Motion Failed.

HEALTH & HUMAN SERVICES

Women’s, infant, Children – Authorize purchase of Lead Testing Machine – Jeremy Jacobs, HHS Director and Kaylee Bugbee – Public Health Officer is requesting to purchase a Lead Testing Machine.

Motion by Biller, seconded by Wedwick to approve the purchase of a Lead Testing Machine from Grant Funds for \$2,485.00 from Ryan Diagnostics Company. Motion carried.

BUILDING & GROUNDS – Facility Manager Update on Maintenance of Government Center

Courthouse ADA Compliant East Entrance Openers Update – Gary Shilts, Facility Manager is working with HHS for Grant Funds to replace the East Entrance ADA Compliant Doors.

Motion by P. Unterschuetz, seconded by Biller to approve advertising for bids per the Financial Procedures for the request of \$40,000.00 from ARPA Funds from HHS for the East entrance door. Motion carried.

Old Hospital Project Progress Update – Gary gave an update from Haas on the Old Hospital Project.

Courthouse Tractor Update – Repair update.

Courthouse Boiler/Pump Repairs – Trane quote for new drive \$4,469.00 and valves and censors \$15,150.00.

Motion by Biller, seconded by P. Unterschuetz to approve new drive for \$4,469.00 and valves and censors for \$15,150.00 from the Maintenance Budget. Motion carried.

Out of County Travel – Gary is requesting Out of County Travel to renew his OSHA 500 in St. Paul, January 23rd thru the 25th. Ashley would like to look into Insurance OSHA classes as well as what is required to comply with for OSHA in Rusk County.

Motion by Biller, seconded by Wedwick to approve the training if it's a County requirement and/or if it's not offered through Rusk Counties Insurance. Roll Call: Yes – Wedwick, P. Unterschuetz, Hauser No – Biller. Motion carried

*Motion by P. Unterschuetz, seconded by Wedwick to amend the motion to remove **if it's a County Requirement**. Motion carried.*

Use of Gateway building for additional space - Gary is requesting to use Gateway building for additional space by moving the Sheriffs property to Gates Avenue.

Motion by Biller, seconded by P. Unterschuetz to have the Sheriff's Department remove their property from the Gateway Building and store it at the Gates Avenue Building. Motion carried.

AIRPORT

Pavement Inspection – Gary gave an update on the pavement inspection at the Airport, the County would be responsible for 5%.

Approve Airport Runway Fixtures Artic Kit Led – Gary gave an update on the Runway fixtures that need to be replaced. He has requested to purchase twenty-five runway lights for \$8,500.00 from the Airport Budget.

Motion by Biller, seconded by P. Unterschuetz to approve twenty-five Airport Runway Fixtures Artic Kit Led for \$8,500.00. Motion carried.

Authorize Septic Repair – Gary gave an update on the Septic Repair that may be needed at the Airport.

INSURANCE/COUNTY CARS

Jaimie Wilk, Finance Director gave a Review of Insurance Claims, County Car Usage and the underground storage tank at the Hospital.

IT

Project/IT Update – Gary gave an update on the IT Projects.

Administrative Coordinator

Approve reinstating Judge MIFI – Ashley gave an update on the motion from October 2022 to take away the MIFI from the Judge and is requesting approval from the Committee for two devises.

Motion by Biller, seconded P. Unterschuetz, not reinstate the Judges MIFI and have IT remove it from the plan as stated in October 22, 2022 minutes. Motion carried.

APPROVE AP REPORT – BILLS

Motion by P. Unterschuetz, seconded by Hauser to approve bills as presented. Motion carried.

Next meeting will be January 12, 2024 in the LEC at 8:30 a.m.

Adjourn

Motion by Biller, seconded by Hauser to adjourn at 11:24 a.m. Motion carried.