

# RUSK COUNTY JOINT MANAGEMENT COMMITTEE

January 25, 2024

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Location: Rusk County Government Center – LEC Board Room

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

County/City Staff Present: J. Kalepp, C. Meyer, J. Wilk, A. Heath, C. Swearing and A. Christianson Jr.

Others Present: E. Webster

**CALL TO ORDER** by Chair Christianson at 2:00 p.m.

**APPROVAL OF MINUTES** – December 28, 2023 Minutes

*Motion by Tatur, seconded by Kenyon to approve the December 28, 2023 minutes as presented. Motion carried.*

## **BUILDING/MAINTENANCE ISSUES:**

### **ANIMAL SHELTER**

Update cat room addition – Ashley Heath, gave a report on plans that have been received for the addition to the Animal Shelter.

### **LIBRARY**

Update on HVAC work at Library – Boiler was installed in the lower level of the Library. They are currently working on electrical issues. Discussion held on other heating units within the Library.

Review status of lower level window repairs – The window has not been repaired at this time.

**MAINTENANCE** – Report by email.

**ADF PLANT** – No report.

### **DOUGHTY RD BUILDING**

Update, if any, on prospective tenant

Michel's Pipeline was present to discuss leasing the Doughty Rd Building. Chair Christianson has declined to entertain the proposal on behalf of the Committee due to regulations.

### **ENTERPRISE CENTER**

Report on tenant requests or concerns, if any – Back door being left unlocked; issue was taken care of with a lock that has a code.

### **FRITZ AVENUE PLANT**

Report on recommendation for HVAC replacement/rehabilitation work. – M. Reynolds gave a report on the HVAC replacement.

Possible action on Dahlstrom Trucking lease – J. Wilk handed out a Fritz Avenue Utility Cost and Rent Analysis. Discussion held on replacing the furnace, meter utilities separate and include in the agreement utilities by the square foot that is leased. Committee is requesting Rusk County Corporation Council to look at the lease for clarification.

*Motion by Kenyon, seconded by Hauser to have Council clarify the language in the lease for tenants to pay prorated utilities and have Rusk County Finance invoice the tenant. Motion carried.*

### **GATES AVENUE MFG. PLANT**

Report on tenant requests or concerns – Hraban asked about the Rusk County Sheriff moving from Gates.

**JEZ RD. BUILDING** – A. Christianson Jr. gave a report on an RFP due February 9<sup>th</sup> for addition.

### **APPRAISALS**

Thought, if any, on appraisals provided last fall – No discussion.

### **PAST PROJECTS SUMMARY**

Report on year to date revenues vs. expenditures by location – No report.

### **CHAIRMAN'S REPORT**

Chairman's report – No Report.

**SET DATE FOR THE NEXT JMC MEETING** – Thursday, February 29, 2024 at 1:00 p.m.

**TOUR BUILDINGS** – No Tour.

### **ADJOURNMENT**

*Motion by Hraban, seconded by Hauser to adjourn at 2:55 p.m. Motion carried.*