

RUSK COUNTY JOINT MANAGEMENT COMMITTEE

July 27, 2023

Location: Rusk County Government Center – LEC Board Room

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

County Staff Present: C. Meyer, T. Wedwick, D. Fleming, A. Heath, and G. Shilts

City Staff Present: A. Christianson Jr., Mayor Grotzinger

Others Present: E. Webster, C. Swearing and C. Ostenso.

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

APPROVAL OF MINUTES – June 29, 2023 Minutes

Motion by Hraban, seconded by Tatur to approve the June 29, 2023 minutes as presented. Motion carried.

BUILDING/MAINTENANCE ISSUES: **MAINTENANCE**

Report on work completed at JMC overseen facilities since previous meeting.

Gary Shilts, Facility Manager gave a report on the following:

- Gates – Gutter install, 25 snow guards around exhaust vents, R/R exhaust vents, 2 top dock pads reinstalled, sprayed wet and forget on canopy's / vinyl siding, rented lift, Lawn
- Enterprise – roof leak/roof cap repair, moved concrete pad out of building, lawn
- Library- caution tape off sidewalk, concrete materials, mold removal/scrubbers
- Doughty Rd – lawn, shuffle lift around, Reznor repair
- Jez Rd- lawn
- Animal Shelter- install flap exhaust, install 5 anti-dig panels, lawn, met paving guy there
- ADF- rooftop A/C unit 1994 having problems sub there frequently, getting a quote for new, Parts came in for a furnace repair
- Visitor Center- trains cars fixed 2 strike plates, 3 sliding doors, all exterior lights R/R, 3) interior lights R/R
- Fritz - condensate pump new one installed, clean and go thru roof furnace, Mold removal/air scrubbers
- Also purchased snow guards, ceiling tile, for install in near future

Chair Christianson gave a report on APEX engineering air handlers for Enterprise and Gates.

Motion by Hraban, seconded by Hauser to proceed with designing vehicle exhaust system for Enterprise and Fritz Buildings.

Discussion held. Amend the motion to strike Fritz and change to Gates. Motion carried as amended.

LIBRARY

Open Proposal(s) for HVAC for the Library

Replacing one HVAC/Boiler at the Library and getting bids to replace the remainder units for 2024.

Motion by Tatur, seconded by Hauser to proceed with the one boiler from Doug's Heating up to \$16,000.00 out Capital Project Budget. Motion carried.

Report on progress on Lechleitner Builders Contract – Scheduled to restart project in August.

Report on progress on fabrication/installation of snow and ice guards over exterior meters, heating and cooling equipment, other wall and roof penetrations, and doors at all JMC managed locations. – No report

Requests for Rusk County maintenance department – No request.

Action on Apex Engineering Proposal to design vehicle exhaust systems for Enterprise Center, Gates Avenue Plant, which was received in April and redistributed at last meeting – Acted on.

ANIMAL SHELTER

Report on project to add space for cats – No report

Review quote for paving access and parking areas and note need for budgetary approval – No Report

Action on RFQ proposal forwarded from Joint Animal Control Board

Motion by Tatur, seconded by Hraban to accept pra Plunkett Raysich Architects, LLP for the additional space for cats to the Animal Shelter for \$15,000.00. Motion carried.

ADF PLANT

Determine whether or not to pay invoice for A/C repair and take action accordingly.

Discussed ADF reducing the monthly rent payment to repair the A/C unit.

The lease states - **Lessee shall maintain the interior of the building located on the leased premises, including doors, glass in doors and windows, heating, air conditioning, electrical and plumbing facilities, and fire extinguishers.** Discussion held on the invoice that ADF paid.

Motion by Hauser, seconded by Hraban to seek RFP to replace the air conditioning unit at the ADF Plant. Motion carried.

Motion by Hauser, seconded by to postpone the decision on the invoice from Northwest paid by ADF until the August meeting. Motion carried.

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

Gary is in contact with Highway Commissioner and Monarch paving for quotes.

DOUGHTY RD BUILDING

Action to authorize purchase of rain handlers – Chair is looking into purchasing rain handlers

Action to rent lift to facilitate installation of rain handlers on west side

ENTERPRISE CENTER - No report

FRITZ AVENUE PLANT

Report on recommendation for HVAC replacement/rehabilitation work.

Report on mold remediation work – Gary is working on the mold remediation work.

GATES AVENUE MFG. PLANT

Report on tenant requests or concerns – Sheriff storage discussion.

JEZ RD. BUILDING – No report

APPRAISALS – No report

PAST PROJECTS SUMMARY – No report

CORRESPONDENCE

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

Chair would like to put on Property Agenda to speak about the Rail Yard in Tony.

Consider development on new JMC operating agreement.

Chair spoke about JMC operating agreements.

Handed out a sketch of putting an addition on Doughty and Jez Rd buildings.

SET DATE FOR THE NEXT JMC MEETING – August 24, 2023 at 1:00 p.m. in the LEC.

ADJOURNMENT

Motion by Hraban, seconded by Hauser to adjourn at 2:24 p.m. Motion carried.