

# **RUSK COUNTY JOINT MANAGEMENT COMMITTEE**

**June 27, 2024**

---

Location: Rusk County Government Center – LEC Board Room

Committee Present: J. Kenyon, A. Christianson Sr., B. Coggins, J. Biller and D. Gudis

County/City Staff Present: Mayor Grotzinger, C. Meyer, J. Wilk, P. Schneider, C. Swearingen and City Administrator Christianson Jr.

Others Present: E. Webster

**CALL TO ORDER** by Chair Coggins at 3:05 p.m.

Public Comment - None

## **APPROVAL OF MINUTES**

*Motion by Kenyon, seconded by Christianson Sr. to approve the May 30, 2024 minutes as presented. Motion carried.*

## **BUILDING/MAINTENANCE ISSUES/DISCUSSION AND POSSIBLE MOTION:** **FACILITY MANAGERS REPORT**

Joint Management facility report including update on installation of snow and ice guards

A. Christianson Jr. gave an update on all Joint Management Facilities.

## **ANIMAL SHELTER**

Compliance issues – A. Christianson Jr. and Mayor Grotzinger gave an update to the Compliance issue at the Animal Shelter.

## **LIBRARY**

Lower window replacement – Window frame is still bent and damaged. A. Christianson Sr. will contact the Contractor for an explanation.

## **FINANCIAL REPORT**

Year to Date Expenses/Revenues – Finance Director gave an Expenses/Revenues and Debt report to date for the Joint Management Buildings.

## **ENTERPRISE CENTER**

Tenant concerns – Committee discussed Tenant concerns and all issues have been taken care of.

Leases - RCTC, Real Deal Outdoors, Liberty Commercial Roofing, Best Enterprise

The above leases are coming due and a total increase for the upcoming leases.

*Motion by Biller, seconded by A. Christianson Sr. to approve office space at \$12.00 per sq. ft. annually, storage at \$4.00 per sq. ft. annually and work to have all leases for Enterprise Center operate on a calendar year. Motion carried.*

## **FRITZ AVENUE PLANT**

HVAC replacement/rehabilitation work – No Report.

Leases – Dahlstrom, Hooper

Discussed the current lease and renewal with Dahlstrom and Hooper and price per sq. ft. in the Fritz Avenue Plant. Administrator Christianson will talk with Administrative Coordinator Heath and bring the lease back to the July meeting.

## **ADF PLANT**

Paving Update – No update.

## **JEZ RD. BUILDING UPDATE and 501 DOUGHTY RD W UPDATE**

Update on Plans for Infill Building – The City met with Engineers to discuss the plans for the infill building.

## **GATES AVENUE MFS. PLANT UPDATE**

Possible Action on Past Due Rent for West Cove Lanes  
Rent will be paid by June 28, 2024.

## Lease – A & M Fiberglass

A & M Fiberglass lease is due, Committee discussed the annual lease.

*Motion by Christianson Sr., seconded by Kenyon to set the lease rate for \$2.40 plus \$960.00 utilities for A & M Fiberglass. Motion carried.*

## **JOINT MANAGEMENT AGREEMENT**

Update Joint Management Agreement – The Agreement will be discussed next week during another meeting.

Jointly Operated Buildings – Maintenance Oversight – No Report.

## **ADVERTISING FOR UNLEASED SPACES VIA RFP**

Approval is requested to advertise for Industrial Space. RFP and it was posted for lease to interested tenants.

*Motion by Biller, seconded by Kenyon to approve the advertising for Industrial Space RFP and it was posted for lease to interested tenants. Motion Carried.*

## **TOUR OF THE JOINT MANAGEMENT BUILDINGS**

The Committee tour started at 4:18 p.m. Doughty, Jez, ADF and Enterprise Buildings.

**SET DATE FOR THE NEXT JMC MEETING** – July 25, 2024 at 3 p.m.

## **ADJOURNMENT**

*Motion by Kenyon, seconded by A. Christianson Sr. to adjourn at 5:20 p.m. Motion carried.*