

# RUSK COUNTY PROPERTY COMMITTEE MINUTES

MARCH 10, 2023

8:30 A.M.

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**Present:** Tony Hauser, Jerry Biller, Phil Unterschuetz, Terry Wedwick and Alan Rath sack.

**Others Present:** C. Meyer, J. Wilk, G. Shilts, A. Heath, J. Bugbee, C. Riddle, J. Wallace, T. Loomis, J. Runstrom, E. Webster

## Call to Order

Meeting called to order by Chair Hauser at 8:33 p.m.

## Approval of Minutes

*Motion by Biller, second by P. Unterschuetz to approve the February 10, 2023 minutes as presented. Motion carried.*

## Discussion and Possible Motion

### HEALTH AND HUMAN SERVICES – SENIOR CENTER

Jeremy Jacobs, HHS Director is requesting approval for repair of refrigerator compressor at the Senior Center.

*Motion by Biller, second by Wedwick to approve \$1,901.51 to repair the refrigerator compressor at the Senior Center out of the meals program budget. Motion carried.*

### RECYCLING, FAIRGROUND AND TRAILS END REPORT- CHARMAINE RIDDLE

Charmaine gave a Coordinator Report Including Update on Outreach, Violation, & Sites, she is requesting an additional dumpster for Town of Murry.

*Motion by Biller, seconded by Rath sack to approve an 8 yd dumpster for \$79.17 per month for the Town of Murry from the Recycling Grant Funds. Motion carried.*

Trails End Report – No report

Fairground Report – Char has requested Internet for the Senior Center and the rest of the Fairgrounds.

Discussion held.

East Wing of Round Barn and Building Improvements – Jon Runstrom gave the Committee bid proposal for the East Wing of the Round Barn and other building improvements. Bids are as follows for concrete:

New barn – Oleskow Concrete and Masonry \$52,400.00, JJ Concrete \$26,400.00 (no concrete)

Round Barn Wing Concrete – Oleskow Concrete and Masonry \$27,750.00, JJ Concrete \$15,512.00 (no concrete)

Wing Concrete – Oleskow Concrete and Masonry \$29,161.00, JJ Concrete \$13,984.00 (no concrete) Discussion held.

*Motion by Biller, seconded by P. Unterschuetz to forward the East Wing of Round Barn Building Improvements to Finance. Motion carried.*

Bathrooms State update

Gary gave an update and presented the preliminary plans to the Committee at a cost of \$6,500.00. Committee would like a price on both 6 and 8 stall bathrooms.

Grandstand repair update

Gary gave an update on the RFP on the grandstand repairs which has to wait until spring.

### SHERIFF DEPARTMENT

Purchase of Dash Cams and Body Cams – Sheriff Wallace informed the Committee he would like approval to purchase 1 dash and 2 body cams paid through law enforcement Grant for \$11,400.00.

*Motion by P. Unterschuetz, seconded by Biller to approve \$11,400.00 for 1 dash and 2 body cams paid through the Sheriffs law enforcement Grant. Motion carried*

Sheriff Storage Space in Gates Ave Building – Ashley gave an update on the Sheriff Storage Space in the Gates Avenue Building and would like support on her position. A map of Gates building and the US Department of Commerce Economic Development Administration Special Award Conditions of Financial Assistance Award was presented by the City Administrator Al Christianson Jr. Discussion held.

*Motion by Rath sack, seconded by Biller to recommend to Joint Management to leave County items in the Gates Building until a storage building for Rusk County can be located. Motion carried.*

### FORESTRY

Approval of overage on Culvert Purchase

*Motion by Biller, seconded by Rath sack to approve the overage of \$23.00 for the Culvert Purchase out of Forestry Equipment Funds. Motion carried.*

**BUILDING & GROUNDS – Facility Manager Update on Maintenance of Government Center Facility and Other County Owned Properties**

Supreme Court Marshall, Tammy Johnson Courthouse Security Assessment – No report due to weather.

Summer Help – Gary is requesting 3-4 Summer help approval for 2023, \$19,500.00 is budgeted.

*Motion by Biller, seconded by P. Unterschuetz to approve 3 summer help for maintenance out of the Maintenance summer help budget of \$19,500.00. Motion carried.*

Maintenance Department uniforms – Gary is requesting uniforms for up to \$4,000.00 for Maintenance Department.

*Motion by Wedwick to approve the uniform rental for the Maintenance Department. Motion failed due to lack of a second.*

Out of County Travel – Gary is requesting to attend a conference in Wisconsin Rapids in April.

*Motion by Rath sack, seconded by Biller to approve the out of County Travel for Gary on April 12 and 13<sup>th</sup> to Wisconsin Rapids for Airport Conference. Motion carried.*

Purchase of Loader for Snow removal – Gary is requesting to purchase a loader for snow removal in the Maintenance Department. No action

Mower trade/purchase – Gary is requesting to replace 2 mowers in the Maintenance Department. No action.

Purchase a batwing mower – Gary is requesting to purchase a 12 ft batwing mower for the tractor in the Maintenance Department.

*Motion by Biller, seconded by Rath sack to get quotes on a 12 ft. batwing mower and bring it back to the Committee. Motion carried.*

Approval AP Report Payment and Invoices

*Motion by Biller, seconded by P. Unterschuetz to approve the March AP Report as presented Motion carried.*

**ADMINISTRATIVE COORDINATOR – UPDATE**

Hospital Transition update – Ashley gave an update on the transition walk through and legal issues. Discussion held.

Bids for Well abandonment – Ashley presented 3 bids for abandoning 10 monitoring wells in the Village of Sheldon.

*Motion by Biller, seconded by Rath sack to approve REI from Wausau Wi for \$2,500.00. Motion carried.*

File cabinets purchase for Personnel records – No action.

**AIRPORT**

Gary Shilts Facility Manager, gave an update on Airport Operations, Usage, Hangers, Land Lease, Fuel, BOA/FAA Funded Projects-Updates, Phone Line Issue update and Fuel Master Upgrade update.

**INSURANCE/COUNTY CARS**

Review of Insurance Claims and County Car Usage – Discussed and reviewed the Insurance Claims and County Car usage as presented.

Sheriffs Dept. Squad car replacement Policy – No discussion.

Transportation purchase for families with more than 3 children.

Jeremy Jacobs, HHS Director is requesting a vehicle to transport families with more than 3 children. Discussion held.

Insurance update – Finance Director Jaimie Wilk gave an update.

**IT Report** – Jim Bugbee gave updates on Computers, Programs, Services and County Dept's Computer/Software in the Rusk County Facility.

Forestry – New Computer (up to \$2,000)

*Motion by Biller, seconded by P. Unterschuetz to approve the Forestry Computer for up to \$2,000.00 from the Forestry Equipment Budget. Motion carried.*

County Clerk – New Laptop (up to \$2000)

*Motion by Biller, seconded by Rath sack to approve a new Laptop for the Deputy Clerk for up to \$2,000.00 from the Thin Client Budget. Motion carried.*

Court – Approval of sealed bids

Bid was opened from Audio architects for \$59,753.00 for the Court update for the sound system.

*Motion by Biller, seconded by Rathsack to approve Audio Architects bid for \$59,753.00. Motion carried.*

Updating Finance Policy - \$2,500 instead of \$1,000 – Discussed the changes to the Finance.

*Motion by P. Unterschuetz, seconded by Biller to approve the Finance Policy/Financial procedures as presented except changing \$2,500.00 to \$1,500.00 and forward to Finance. Motion carried.*

Highway Camera System – The Highway Department would like to add another camera to their system.

*Motion by Biller, seconded by Wedwick to approve the Highway Camera purchase for up to \$3,000.00 from Highway Equipment. Motion carried.*

Next meeting will be April 14, 2023 in the LEC

**Adjourn**

*Motion by Biller, seconded by P. Unterschuetz to adjourned at 11:19 a.m. Motion carried.*