

# RUSK COUNTY JOINT MANAGEMENT COMMITTEE

March 15, 2023

Location: Rusk County Government Center – LEC Board Room

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

County Staff Present: C. Meyer, A. Heath, G. Shilts, C. Swearing, D. Fleming and J. Wallace.

City Staff Present: A. Christianson

Others Present: T. DuSell, A. Rathsack, J. Kalepp, T. Wewick, C. Lechleitner, E. Webster and K. Vacho.

**CALL TO ORDER** by Chair Christianson at 9:00 a.m.

## **APPROVAL OF MINUTES**

*Motion by Hraban, seconded by Reynolds to approve the November 11<sup>th</sup> and December 1<sup>st</sup> 2022 minutes. Motion carried.*

## **BUILDING/MAINTENANCE ISSUES:**

### **ANIMAL SHELTER**

Dawn Fleming, Shelter Manager gave a report and an overview of the proposed addition for the Animal Shelter. Discussion held

### **LIBRARY**

Review Proposal(s) for HVAC work at Library and review status of Lechleitner contract.

Gary Shilts, Facility Manager gave a proposal for the HVAC work that was requested for the Library. Chad Lechleitner of Lechleitner Builders gave a report on the progress for the contracted work for the Library with the following Change orders: EIFS \$10,557.00 and windows replacement in the back \$10,770.00. Discussion held. Tatur informed the Committee of an invoice for the break in the water main that was billed to the County. The City Administrator Al Christianson Jr. will look into paying half of the invoice back to the County.

### **ENTERPRISE CENTER**

Consider/action on lease amendment (conference room) request from RCTC; new lease to Marshfield Medical; new lease to Barefoot Painter (2 spaces); lease renewals with Real Deal Seeds and Liberty Roof.

K. Vacho of Barefoot Painter is requesting to lease 2 spaces at the Enterprise Center for \$355.67 per month, \$4,268.04 annually, which includes utilities for 1 year. Discussion held on the cost of the current lease agreements, comparable lease spaces and an accumulated loss of \$678,043.20 for the Enterprise Center building.

*Motion by Tatur, seconded by Hauser to propose the lease at \$3.00 per square ft. including utilities for 1 year which may increase after 1 year. Motion carried.*

Marshfield Lease was presented to the Committee by A. Christianson, City Administrator informing the Committee that Marshfield Clinic has not paid the current lease since September of 2018. They will pay for the years of nonpayment and are interested in a new lease for \$3.00 a square ft.

*Motion by Reynolds, seconded by Hraban to approve the back rent for the leased space since 9/1/2018 and the current lease at \$3.00 per sq. ft which may increase after 1 year. Motion carried.*

Real Deal Outdoor Products lease was presented for renewal.

*Motion by Hauser, seconded by Hraban to approve Real Deal Outdoor Product Lease for one year at \$3.00 per sq. ft. which may increase after 1 year. Motion carried.*

Liberty Roof lease was presented for renewal.

*Motion by Hraban, seconded by Tatur to approve Liberty Roof lease for one year at \$3.00 per sq. ft. which may increase after 1 year. Motion carried.*

Rusk County Transit lease was presented for renewal.

*Motion by Reynolds, seconded by Tatur to approve Rusk County Transit lease for one year at \$2,417.50 per month, \$29,010.00 annually which may increase after 1 year. Motion carried.*

Consider/action on Notice to Vacate to Allied Cabinet.

Allied Cabinet Corporation will be terminated for non-payment. Discussion held on why 2019 action was not followed up on.

*Motion by Tatur, seconded by Hauer to act on the termination and notice to vacate to Allied Cabinet Corporation due to non-payment. Motion carried*

Consider/approve Proposal, if any, to replace rotted doors – No Discussion

**ADF PLANT**

Determine whether paving project at west end is on Highway Department's work schedule – No Discussion

**DOUGHTY RD BUILDING**

Review effort to remove dust collection system from east side of building, and possible action

Gary Shilts, Facility Manager gave a report on the bathroom that was destroyed by a tenant.

Consider/approve Proposal to install provided rain handlers on west side of building

M. Reynolds gave an explanation of the rain handlers he has and would like to donate to help with erosion.

Gary and Ashley will speak with Highway about using a lift to install the rain handlers.

Consider undertaking preliminary planning (only) to link Jez Rd. buildings, and why – No Discussion

**FRITZ AVENUE PLANT**

Consider/approve Proposal(s) for rehabilitation work

Gary Shilts, Facility Manager took a mold sample from the Dalstom Trucking area.

Consider/approve Proposal(s) to remove unused dust collection system components.

Dust collection system needs to be removed and discussed blacktop issues.

**GATES AVENUE MFG. PLANT**

Consider/approve lease renewal with A&M Fiberglass, new O'Keefe lease and note lessee space needs.

A&M Fiberglass lease was presented to the Committee.

*Motion by Hraban, seconded by Tatur to approve the A&M Fiberglass lease for 1 year as presented. Motion carried*

Sam O'Keefe's proposed lease agreement was presented to the Committee.

*Motion by Hraban, seconded by Reynold to approve the lease for 2 months (3/15/23-5/31/23) to Sam O'Keefe for \$500.00 per month plus \$200.00 per month for utilities. Motion carried.*

Consider/approve Proposal(s) to install snow/ice breaks and/ gutters and heat tape on section of plant that includes west side loading docks and status of exterior light bulb replacement – No Discussion

Update on 5R cleanup.

The City Administrator, Al Christianson Jr., gave an update on the 5R cleanup by the DNR.

**JEZ RD. BUILDING**

**MAINTENANCE**

R.C. Maintenance Dept. report of work completed at above listed facilities since previous meeting.

Gary gave an update on all County/City facilities. The Chairman would like a list for all meetings.

**OTHER**

Review status of efforts to prepare building space diagrams and locate/recreate all current leases - None

Chair Christianson spoke about ending JMC involvement with animal shelter, library and visitor center properties.

**ADJOURNMENT**

*Motion by Chair Christianson to adjourn at 11:20 a.m.*