

RUSK COUNTY JOINT MANAGEMENT COMMITTEE

May 30, 2024

Location: Rusk County Government Center – LEC Board Room

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

County/City Staff Present: C. Meyer, A. Heath and A. Christianson Jr.

Others Present: E. Webster

CALL TO ORDER by Chair Coggins at 3:00 p.m.

Public Comment - None

APPROVAL OF MINUTES – April 25, 2024 Minutes

Motion by Biller, seconded by Kenyon to approve the April 25, 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

Gary gave a report on all maintenance done on Joint Management Buildings.

ANIMAL SHELTER

Addition to the Animal Shelter - No Report

Compliance issues – A complaint was given to the Animal Shelter Board concerning the compliance issues.

LIBRARY

Lower window replacement – Gary Shilts, Facility Manager reported on the lower window replacement at the library but has a deviation/bend in the window. A. Christianson will speak to Lechleitner Builders concerning the replacement. Administrator Christianson informed the Committee that the City authorized the Librarian to apply for additional ARPA funds for repairs to the Library.

FARMER'S MARKET

ATM at Farmer's Market Pavilion – Administrator Heath is requesting on behalf of the Farmers Market to put an ATM at the Pavilion site.

Motion by Kenyon, seconded by Biller to approve the ATM at the Farmer's Market Pavilion site from Rod Schaffer. Motion carried.

FINANCIAL REPORT

Year to Date Expenses/Revenues - Administrator Heath gave an Expenses/Revenues year to date.

ENTERPRISE CENTER

Tenant concerns – Parking will be taken care of as of June 1st and some building materials on the ground.

FRITZ AVENUE PLANT

HVAC replacement/rehabilitation work – Discussed the replacement and rehabilitation work that has to be done to three boilers in the building.

Update removal of abandoned or unused utility conduit/pipeline – No Report

ADF PLANT

Paving Update – No update on the paving at the ADF Plant.

JEZ RD. BUILDING UPDATE and 501 DOUGHTY RD W UPDATE

Update on Plans for Infill Building – The Engineer is working on the project.

GATES AVENUE MFS. PLANT UPDATE

Renovations to Subdivide Space at Gates Avenue

Administrative Christianson is requesting to improve the exterior, improve the current driveway, add a driveway and install a fence and split off the additional space for BiOrigin SP for safety reasons.

Lease of Additional Space in Gates Avenue by BiOrigin SP

BiOrigin is requesting to rent additional space as of July 1, 2024 for the following rates:

The base full space lease rate would be \$3.00/sq. ft. annually. (\$.25/month) plus utilities.

- Months 1-3: \$2.40 sq. ft./12 = \$.20/month = 9,280 x \$.20 = \$1,856/month plus utilities.
- Months 4-6: \$2.50 sq. ft./12 = \$.208/month = 9,280 x \$.208 = \$1,930.24/month plus utilities.
- Months 7-9: \$2.60 sq. ft./12 = \$.217/month = 9,280 x \$.217 = \$2,013.76/month plus utilities.
- Months 10-12: \$2.70 sq. ft./12 = \$.225/month = 9,280 x \$.225 = \$2,088/month plus utilities.

Lease rate increases \$.10 every 3 months thereafter until reaching full lease rate of \$3.00

Motion by Christianson, seconded by Biller to approve the Lease as presented for additional space in Gates Avenue by BiOrigin SP and the work outline (fence installation) for the Rusk County Maintenance. Motion carried.

Motion by Biller, seconded by Kenyon to approve the material for the driveway on the South End of Gates Avenue up to \$4,500.00 plus labor. Motion carried.

JOINT MANAGEMENT AGREEMENT

Review proposed JMC Agreement – Discussed the agreement presented by A. Christianson on the JMC Agreement. The agreement will be looked at by each member, and the Administrative Coordinator will talk with Corporation Council Summerfield to review the agreement.

SECURITY DEPOSIT

Beechworth, OpePros and Wi Screen Process

A. Heath, Administrative Coordinator explained the security deposit for each company, Beechworth, OpePros, and WI Screen Process, and is requesting that each security deposit be returned.

Motion by Biller, seconded by Christianson to return security deposit to Beechworth - \$1,893.71, OpePros - \$2,908.19 and Wi Screen Process - \$750.00. Motion carried.

Motion by Christianson, seconded by Kenyon to enter into Closed Session at 4:31 p.m. All responded yes.

CLOSED SESSION announced by Chair

Action to go into closed session under authority granted in Wis Stat. 19.85(1)(e) Wis. Stats. to deliberate or negotiate the purchasing of public property, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a Closed Session; to wit; to discuss lease with potential new industrial tenant at Joint Management owned facility with possible action.

OPEN SESSION – at 4:48 p.m.

SET A TOUR DATE OF THE JOINT MANAGEMENT BUILDINGS

June 27, 2024 at 3:00 p.m. – Doughty, Jez, ADF and Enterprise, after the meeting.

SET DATE FOR THE NEXT JMC MEETING – June 27, 2024 at 3 p.m.

ADJOURNMENT

Motion by Biller, seconded by Christianson to adjourn at 4:55 p.m. Motion carried.