

# RUSK COUNTY PROPERTY COMMITTEE MINUTES

October 9th, 2020

**Present:** Tony Hauser, Tom Hanson, Alan Rathsack, Mike Hraban, Abbigail Knoll, Jerry Biller.  
**Others Present:** Andy Albarado, Charmaine Riddle, Loren Beebe, Kitzie Winters, Jim Bugbee.

Meeting called to order by Hauser at 8:30 a.m.

Motion by Biller, second by Hraban to approve the minutes from the September 11th, 2020 Property meetings. Motion carried.

## **COVID-19**

**Update on Facilities/Operations:** Andy Albarado, Administrative Coordinator, still encouraging employees to make appointments for the public to come in. Discussion on how departments will be staffed if there was a case and/or individual are quarantined. Further discussion on workers from other counties and how they can come in to help.

**Acquisition of PPE Items and Cleaning /Sanitizing Equipment:** Andy provided update that both sanitizing machines have been delivered and are being used. One of the sanitizing machines has been designated to Tom Hall, Emergency Management Director, to use on the ambulances.

**Roads to Recovery Expenses/Acquisitions-Grant Funded:** Andy updated on the time frame that is left to submit items and items that the county is looking to possibly inquire. Update on sink faucets and soap dispensers.

## **Building & Grounds-Andy Albarado**

*Update on Maintenance of Government Center Facility and Other County Owned Properties*

**Approval of Payment of Invoices:** Motion by Rathsack, second by Hraban to approve the payment of invoices. Motion carried.

**2020 Budget Projections:** Budgets reviewed.

**Power House Update-Inquiry on Building Site:** Discussion and review of possible building that Power House is looking at putting up and locations.

**Jail Hot Water Heater Replacement:** Badger State is coming in to do an estimate for the jail and also looking at the library heating system.

**Fairgrounds and Trails End Update on Maintenance:** Starting to get things winterized at each location.

## **Recycling-Charmaine Riddle**

*Coordinator Report Including Update on Outreach, Violations, & Sites*

**Report:** Charmaine Riddle, Recycling Coordinator, provided updates that included contamination at Grant Township, visiting all of her recycling sites and went over what needs to be worked on to not get these fees from Waste Management anymore. Review of recycling guide sheet that will be going out.

## **Economic Development-Andy Albarado**

*Update on County Properties/Economic Activities/Construction Projects-Consideration/Approval of Change Orders*

**Update:** Two of the buildings on Doughty road have had inquiries. The Conwed building is being look at this morning.

**Joint Management Actions:** No update at this time.

## **Airport-Andy Albarado**

*Update on Airport Operations, Usage, Hangers, Land Leases and Fuel-Hanger Construction Update:*

**Update:** Albarado provided an update that the crack seal is completed and also that the taxi lanes and tarmac area have be micro sealed. Albarado stated that the paint will be done next week. He also informed the committee that all hangers are full at this time with one on a waiting list and that fuel sales are going well.

**Covid-19 CARES Act Funding:** No new updates at this time.

## **Insurance/County Cars**

*Review of Insurance Claims and County Car Usage*

**Claims Report:** Kitzie Winters, Finance Director, provided updates that included; car utilization still down, dog bite, deputy backing into a tree and a squad hitting deer hit.

**Acceptance of Installment Agreement for 12/09/2019 Damage to County Highway Truck:** Winters gave explanation that the individual is asking to do instalments of \$50 a month for 45 months. Committee reviewed the \$2,244.10 that is owed to the county. Consensus of the committee to not accept the request.

## **ADDENDUM**

**CLOSED SESSION** announced by Chair- Consider sale of County owned property  
19.85 (1) e - (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

Motion by Biller, second by Hanson to enter closed. Roll call-Voting yes: Biller, Hanson, Hraban, Knoll, Rathsack, Hauser.  
Closed at 9:47 a.m.

Open at 9:56 a.m.

## IT

*Updates on Computers, Programs, Services and County Dept.'s Computer/Software Equipment Requests/IT*

Thin Client Project and Repurposing Capital Funds: Motion by Hraban, second by Biller to approve the Cisco Umbrella software in the amount of \$26,000 and to have the money come out of the Thin Client Capital Project funds. Motion carried.

Motion by Biller, second by Rathsack to approve the WIFI upgrade project in the amount of \$18,000 and to have the money come out of the Thin Client Capital Project funds. Motion carried.

IT Purchases: Motion by Biller, second by Hanson to approve the ISP internet upgrade from 100mbps to 200mbps at a cost of \$769 a month for the remainder of the contract the county has with Spectrum with the money coming out of the Internal Service funds. Motion carried.

Motion by Biller, second by Hraban to adjourn. Adjourned at 10:15 a.m.

Next meeting: November 13th, 2020 at 8:30 a.m.