



RUSK COUNTY JOINT MANAGEMENT

JANUARY 25, 2024

2:00 P.M.

AGENDA

LOCATION: RUSK COUNTY GOVERNMENT CENTER LEC BOARD ROOM

Notice: Committee Members—John Kenyon Al Christianson Sr., Randy Tatur, Mike Hraban, Tony Hauser, M. Reynolds. Staff -A. Christianson Jr., D. Fleming, A. Heath, C. Meyer, G. Shilts, C. Swearingen, J. Wilk.

1. **CALL THE MEETING TO ORDER**
2. **APPROVAL OF MINUTES**
 1. Approval of December 28, 2023, Committee minutes.
3. **BUILDING/MAINTENANCE ISSUES**
 - A. Animal Shelter
 1. Update cat room addition.
 - B. Library
 1. Update on HVAC work at Library.
 2. Review status of lower-level window and other repairs.
 - C. Maintenance
 1. Report on work completed at JMC overseen facilities since previous meeting.
 2. Report on progress on fabrication/installation of snow and ice guards over exterior meters, heating and cooling equipment, other wall and roof penetrations, and doors at all JMC managed locations.
 2. Requests for Rusk County maintenance department.
 3. Action on Apex Engineering Proposal to design vehicle exhaust systems for Dahlstrom Trucking space at Fritz Avenue Plant, and for RCTC space at Enterprise Center.
 - D. ADF Plant.
 - E. Doughty Rd Building.
 1. Update, if any, on prospective tenant.
 - F. Enterprise Center
 1. Report on tenant requests or concerns, if any.
 - G. Fritz Avenue Plant
 1. Report on recommendation for HVAC replacement/rehabilitation work.
 2. Possible action on Dahlstrom Trucking lease.
 - H. Gates Avenue Mfg. Plant
 1. Report on tenant requests or concerns, if any.
 - I. Jez Rd. Building
 - J. Appraisals
 1. Thought, if any, on appraisals provided last fall?
 - K. Past Projects Summary
 1. Report on year-to-date revenues vs. expenditures by location.
 - L. Chairman's Report
 1. Chairman's report.
 - M. Next meeting is tentatively Thursday, February 29, 2024, at 1 p.m.
 - N. Tour buildings.
4. **ADJOURN**

RUSK COUNTY JOINT MANAGEMENT COMMITTEE

December 28, 2023

Location: Rusk County Government Center – LEC Board Room

Committee Present: M. Hraban, J. Kenyon, R. Tatur, M. Reynolds and T. Hauser.

A. Christianson absent.

County/City Staff Present: C. Meyer, J. Wilk, C. Swearing, D. Fleming, A. Christianson Jr. and G. Shilts

Others Present: E. Webster

CALL TO ORDER by Vice-Chair Tatur at 1:00 p.m.

APPROVAL OF MINUTES – November 30, 2023 Minutes

Motion by Hraban, seconded by Kenyon to approve the November 30, 2023 minutes as presented. Motion carried.

BUILDING/MAINTENANCE ISSUES:

ANIMAL SHELTER

Update cat room addition – Dawn Fleming, Animal Shelter Manager gave an update on the addition and the air flow quality in the current shelter.

LIBRARY

Update on HVAC work at Library – Christine Swearingen and Marty Reynolds gave an update on HVAC work at the Library.

Review status of lower level window repairs – Plywood is still in the place of the window on the lower level of the Library which the additional heater is positioned through the window.

MAINTENANCE

Report - Gary Shilts gave a report on work completed at JMC overseen facilities since previous meeting.

Report on progress on fabrication/installation of snow and ice guards over exterior meters, heating and cooling equipment, other wall and roof penetrations, and doors at all JMC managed locations. – Work is complete.

Requests for Rusk County maintenance department. - None

Action on Apex Engineering Proposal to design vehicle exhaust systems for Dahlstrom Trucking space at Fritz Avenue Plant. – Marty Reynold gave a report/update on the exhaust systems.

Motion by Kenyon, seconded by Hauser to approve the Contract for Apex Engineering not to exceed \$5,000.00 for Fritz and Enterprise Center for exhaust systems. Motion carried.

ADF PLANT –

Action to renew ADF lease – Al Jr. gave an update on the ADF lease renewal plus utilities. The base is \$2.69, 2024 - \$2.74, 2025 - \$2.79, 2026 - \$2.84, 2027 - \$2.89, 2028 - \$2.94 plus utilities was presented.

Motion by Kenyon, seconded by Hraban to approve the updated lease for ADF for the following years; 2024 - \$2.74, 2025 - \$2.79, 2026 - \$2.84, 2027 - \$2.89, 2028 - \$2.94 plus utilities. Motion carried.

DOUGHTY RD BUILDING – Tenant should be out by the end of the month.

ENTERPRISE CENTER

Report on tenant requests or concerns, if any – The back door has been open.

FRITZ AVENUE PLANT

Action to renew Dahlstrom Trucking lease – A lease was presented for Dahlstrom Trucking for one year. The committee would like to continue the discussion at the January 2024 meeting.

Report on recommendation for HVAC replacement / rehabilitation work. – The furnace needs to be repaired.

GATES AVENUE MFG. PLANT

Report on tenant requests or concerns – Discussed contracting Apex Engineering for an exhaust system in Gates and constructing a temporary wall.

JEZ RD. BUILDING – No report

APPRAISALS

Thought, if any, on recently provided appraisals – Discussed what to do in the future with the buildings.

PAST PROJECTS SUMMARY

Report on year to date revenues vs. expenditures by location – No report.

CHAIRMAN'S REPORT

Chairman's report – No report.

SET DATE FOR THE NEXT JMC MEETING – Tentatively Thursday, January 25, 2024 at 1:00 p.m.

TOUR BUILDINGS AT 501 DOUGHTY RD. W. AND 1402 JEZ ROAD – This will be done in January.

ADJOURNMENT

Vice-Chair Tatur adjourned at 2:19 p.m.