

# RUSK COUNTY PROPERTY COMMITTEE MINUTES

SEPTEMBER 15, 2023

8:30 A.M.

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

**Staff Present:** C. Meyer, J. Buchholz-Jones, A. Heath, J. Wilk, G. Shilts, C. Riddle, J. Wallace and P. Grassmann, J. Bugbee

**Others Present:** E. Webster, M. Reynolds, R. Nickerson and A. Christianson Sr.

## Call to Order

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

## Approval of Minutes

*Motion by Biller, seconded by Wedwick to approve the August 4<sup>th</sup>, 2023 minutes. Motion carried.*

## DISCUSSION AND POSSIBLE MOTION

### HOSPITAL

Opening Bids and Possible Awarding of Hospital Asbestos Abatement and Building Demolition (8:30)

Bid Number	Company Name	Asbestos Only	Demo Only	Asbestos and Demo	Bid Amount
1	Haas Inc.			x	\$990,000
2a	LinnCo, Inc.		x		\$1,175,000
2b	LinnCo, Inc.			x	\$1,531,000
3	The MRD Group			x	\$1,211,400
4	Eckert Wrecking			x	\$2,890,000
5	Wolverine Construction			x	\$1,806,500
6	Dore & Associates			x	\$1,524,300
7	Brandenburg			x	\$2,648,850
8	Balestrieri			x	\$1,798,210
9	Robinson Brothers			x	\$1,024,400
10	American Demolition			x	\$2,688,700
11	Mavo Systems	x			\$1,145,245
12	New Berlin Grading			x	\$1,441,531
13	Ecco Midwest, Inc.	x			\$472,720
14	KPH Construction Corp.	x			\$379,159
15	Dirty Ducts Cleaning	x			\$404,000

*Motion by Biller, seconded by P. Unterschuetz to schedule a Property meeting for September 20<sup>th</sup> at 12:00 and go through the bids and forward and recommend to County Board. Motion carried.*

### Approval of Facility Manager Stipend for Decommissioning and Demolition Project Manager

Gary Shilts, Facility Manager is requesting a stipend (200 hours) for work done for decommissioning.

*Motion by Biller, seconded by P. Unterschuetz to pay Gary Shilts, Facility Manager up to 10 hours a week at his pay rate of \$35.74 per hour retroactive to May 1, 2023 until a Project Manager is hired or completion of the project pending approval from Corporation Council for utilization of wind down funds and forward to Personnel. Motion carried.*

### Recycling, Fairground and Trails End Report-

Charmaine Riddle gave a report including Update on Outreach, Violation, & Sites

#### Village of Conrath recycling – request to change from T. Willard

Charmaine is requesting to change Village of Conrath back to there own recycling center.

#### Trails End Report

Pavilion should be finished by October and Picnic Under the Pines on Sunday September 24<sup>th</sup> from 9a.m. – 3p.m.

### Increasing hours of Caretaker

The Facility Manager is requesting an increase in hours for the Trails End Caretaker to mow the lawn during summer hours, the hours are scheduled for 750 hours per year. The Committee suggested to have the summer Interns mow during summer hours and leave the Caretakers hours as they are.

### Fairground Report

- Grandstand repair update (Gary) – Grandstand is finished except for the installation of bleachers.
- Grandstand Bid Opening for Seating. – The bid is as follows:  
JW Industries – \$89,300.00 with ramps it will be an additional \$36,700.
- B&B Electric – replace panel for stage – Approval for an additional \$1,427.00  
*Motion by Biller, seconded by Wedwick to approve an additional \$1,427.00 to replace the panel for the stage. Motion carried.*
- Removal of 2<sup>nd</sup> fence at Grandstands (Jaimie) – The Fair is requesting to remove the upper part of the fence on the Grandstands so people can view the Events.  
*Motion by Biller, seconded by P. Unterschuetz to remove part of the fence as requested by the Fair Board. Motion carried.*
- Long-term Senior/Youth Building request for Power House Youth Center  
Power House is requesting to use the Senior/Youth Building for the Youth for 1 year.  
*Motion by Wedwick, seconded by Biller to approve the 1-year request from Oct 2023 to Oct 2024 to use the Senior/Youth Building. Motion carried.*

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

#### Trane Annual Courthouse Contract

The Annual fee request for Trane Annual Contract is \$5,452.00.

*Motion by Biller, seconded by Wedwick to approve the Annual Contract for \$5,452.00 for Trane. Motion carried.*

#### On-Call Policy

Gary presented the on-call policy.  
*Motion by Biller, seconded by Rathsack to approve the On-Call Policy by adding “Maintenance will have a response time of 45 minutes from the Supervisor call”. Motion carried.*

### **FORESTRY**

#### Culvert Purchase for Timber Sales

The request to approve a culvert for a Timber Sale.  
*Motion by Biller, seconded by Wedwick to approve the culvert from Highway for \$2,169.97 from the Timber Sale Budget. Motion carried.*

#### Purchase of Pesticide Storage Cabinet

The request to approve a pesticide storage cabinet.  
*Motion by Rathsack, seconded by P. Unterschuetz to approve the purchase of the Pesticide Storage Cabinet for up to \$2,000.00 from the Forestry Budget. Motion carried.*

### **JAIL/SHERIFF**

#### Approve Purchase of Refrigerator

Request for a Commercial refrigerator that stopped working and needs to be replaced.

*Motion by Biller, seconded by P. Unterschuetz to approve a commercial refrigerator from Northwest Refrigeration for \$3,500.00 from the Jail Budget. Motion carried.*

#### Taser Upgrade

Sheriff Wallace is requesting to replace 19 tasers for \$55,000.00 from the Sheriffs Budget from Axon.

*Motion by Wedwick, seconded by Hauser to take the 19 tasers for \$55,000.00 from ARPA Funds and forward to Finance and County Board. Motion carried.*

### **ADMINISTRATIVE COORDINATOR – UPDATE**

Approve CEP Work Experience in IT and Maintenance Department – Cep has requested to give work experience for a person in IT and Maintenance Department.

*Motion by Biller, seconded by Wedwick to approve the CEP Work Experience in IT and Maintenance Department. Motion carried.*

Approve Security Camera Policy – Discussed the Security Camera Policy.

*Motion by Rathsack, seconded by Wedrick to approve the Security Camera Policy with the amendment to 4B to add that jail cameras need to have audio sound. Motion carried.*

Discuss Relocation of First Floor Offices – Private place is being requested for a more private office. Committee will take a look and decide on the 20<sup>th</sup>.

## **AIRPORT**

Fuel Master system update – Waiting on the new system and what needs to be input into the system.

## **HEALTH AND HUMAN SERVICES**

Senior/Youth Center – Accessibility Proposal – No Discussion

**INSURANCE/COUNTY CARS** – Jaimie gave a report.

Review of Insurance Claims and County Car Usage

Maintenance of Medical Examiner Van – Air Condition was fixed, approval is needed for overage of approved amount.

*Motion by Biller, seconded by P. Unterschuetz to fix the Air Condition and approve the overage for the Medical Examiner Van. Motion carried.*

Approve Salvage of Maintenance Truck – Request to use the money to purchase a vehicle

Gary is requesting to use the salvage money to purchase a truck when needed.

## **IT – GARY SHILTS**

IT Report- Updates on Computers, Programs, Services and County Dept's Computer/Software – Jim Bugbee gave a report on Department Computer Software and Project Update.

IT Department Head – Gary has decided to leave it the way it is.

Next meeting will be October 13, 2023 in the LEC at 8:30 a.m.

## **Adjourn**

*Motion by Biller, seconded by Hauser to adjourn at 11:50 a.m. Motion carried.*