

RUSK COUNTY PROPERTY COMMITTEE MINUTES

NOVEMBER 12, 2021

FRIDAY 8:30 A.M.

Present: Tony Hauser, Tom Hanson, Allan Rathsack, Jerry Biller and Mike Hraban.

Others Present: Andy Albarado, Kitzie Winters, Jim Rassbach, Jeff Wallace, George Murry, Charmain Riddle, Jessica Wiles, Darrel Doughty, Judy Srp, Judge Anderson and Lori Gorsegner.

Call to Order

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

Approval of Minutes

Motion by Rathsack, seconded by Hraban to approve the September 17, 2021 minutes. Motion carried

Medical Examiner – Jim Rassbach

Van Replacement Radio

The ME is requesting replacement of the communication radio for the ME van for \$763.00 from Rassbach communications due to age and non-compliant.

Motion by Hraban, seconded by Hanson to purchase a radio from the equipment fund for \$763.00 from Rassbach communication. Motion carried.

Van Mortuary Cot Request

The ME Transport cot is becoming a safety hazard due to use, is around 23 years old and is rated for 350 lbs. The purchase request has been in the capital projects for the last few years and has not been approved. The ME is looking for approval for \$3,400.00 to purchase a new cot in 2021 for delivery in 2022 from Mortuary Mall.

Motion by Biller, seconded by Rathsack to purchase the Mortuary Cot for \$3,400.00 plus shipping out of capital projects for the ME from Mortuary Mall. Motion carried.

Recycling-Charmaine Riddle

Coordinator Report Including Update on Outreach, Violations, & Sites

Char spoke about receiving a letter of intent in the past to renew from Waste Management as well as the increase in contamination fees for the past year. The Recycling program is 100 % grant funded and is over budget in 2021 and should be looked at for the future. Discussed Holiday schedule for Municipal Recycling sites.

Discussion on the 5 R trailers full of glass and the DNR process.

Covid-19

Update on Facilities/Operations

No update

Highway

Security Cameras/ B&B Invoice and CDW Invoice

Kitzie informed the Committee of the additional \$4,100.00 for the Security Camera project at the Highway Department for a total cost of \$15,250.00 that requires approval.

Motion by Hanson, seconded by Biller to approve the expenditure of \$4,100.00 and take out of the capital projects budget. Motion carried.

Sheriff

2022 Squad Purchases

The Sheriff is requesting approval to purchase 3 vehicles from Toycen's in Ladysmith to replace 2 vehicles that are being sold and the Durango that is going to be used for jail transport for arrival by April 2022.

Quotes from Toycen; (1) 2022 Ford Explorer Police Interceptor - \$34,222.50, (2) 2022 Ford Expeditions at \$38,892 each. Quote is for vehicle purchase only.

Motion by Biller, seconded by Hraban to approve the purchase of 3 vehicles from Toycen's of Ladysmith. Discussion held on current fleet and what is needed. Motion carried.

Motion by Rathsack, seconded by Hraban to approve the sale of the CO CAR-2018 EXPLR B62 #9136 from the Sheriff's fleet and sell for \$9,183.96 to meals on wheels. Motion carried.

One Additional Body-Camera for PT SD Deputy

The Sheriff is requesting an additional Body Camera (\$4,125.00) for PT SD Deputy in the Sheriff Department that currently does not have a camera.

Motion by Biller, seconded by Hraban to approve the purchase of an additional body camera for \$4,125.00 from the borrowed money CCF Bank Loan. Motion carried.

Kitzie addressed the committee with the approval for the additional cost of \$1,920.00 to installation of the dash cams for the Sheriffs Dept.

Motion by Hraban, seconded by Biller to approve the additional cost of \$1,920.00 and take out of the capital projects. Motion carried.

Sheldon Tower Move

The Sheriff would like approval to enter into a study for \$2,000.00 with the FCC to move the Tower located in Sheldon to County D towards Flaters/Flambeau Hill. The total cost to move the last Tower was around \$14,800.00.

Motion by Hraban, seconded by Hanson to approve the expenditure of \$2,000.00 for the FCC study out of capital projects for 2021. Motion carried.

Drone purchase

The Sheriff's Department is requesting to purchase 2 drones for \$7,000.00 and training for \$8,000.00 for a total of \$15,000.00. The Sheriff Department would partner with Barron County Sheriffs Department to split the cost, drones and training and write a check with Rusk County for \$7,500.00.

Motion by Hraban, seconded by Hanson to approve the purchase of the drone with training for \$7,500.00 out of the capital fund balance. Motion carried.

Rifles that were purchased will be here in 2-3 weeks.

Building & Grounds – Andy Albarado

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

Andy reported on the following update on Maintenance.

- Replacement of stairs and carpet on the 3rd floor by the Clerk of Courts office.
- Elevators will have tile and carpet replaces.
- Broken window in Clerks office will be replaced. Taken out of Maintenance Budget.
- Update on maintenance/Gustafson Road, Airport, Airport Expansion, Jail Maintenance, Fairgrounds, Sr youth Building Budget and other County properties.
- Request to purchase office chairs when there is a sale.
- DA is asking for extra space for upcoming trials. Andy suggested to use Conference Room on 3rd floor.

Motion by Biller, seconded by Rathsack to approve the use of the 3rd floor conference room for 6 months starting as soon as possible. Motion carried.

Fairgrounds and Trail's End Camp Update on Maintenance

Charmain gave a presentation of the Board Walk at Trails End during installation and the finished project. The budget for the overage needs approval and determination of budget clarified for expense.

Motion by Biller, seconded by Rathsack to approve the expenditure of \$13,200.00 and use ARPA fund for the Trails End Trail Development. Motion carried.

Capital Improvement Plans – No report.

VanDoorn Rental Property cleanup

Gary VanDoorn has requested to clean up the field of fence post and fence from his property. Discussion held on the process.

Approval AP Report Payment and Invoices

Motion by Biller, seconded by Rath sack to approve the November AP Report. Motion carried.

Door Access – Electronic Locks

Main doors are in use of the Electronic Locks.

Consider Entrance Changes

Andy would like permission to lock the access doors by Land and Water and no longer use it for a public entrance.

Motion by Biller, seconded by Rath sack to lock the North Access in the main building and no longer allow public access.

Motion carried.

Additional Controls/Locks

Andy has around \$14,000.00 and is requesting to change a couple other doors for employee access.

Motion by Jerry, seconded by Hraban to use the \$14,000.00 to update additional office accesses. Motion carried.

Jaycees/Northland Community Club Building Request

Discussion held on the Jaycee building and to purchase it from them for storage. Andy will check with the Jaycees and talk to them about if they would sell to the County.

Grandstand

Judy has asked to include the Jr. Fair Board when discussing the Grandstand options at the Fairgrounds and before the decision is made. Spoke about the grants that are available to replace to include possible bathroom and safe shelter.

Audio System

The Rusk County Jr. Fair Board had requested approval to purchase/install an Audio System at the Fairgrounds for \$11,664.75 earlier in 2021. The Committee approved the purchase earlier and the Fair Board is requesting the payment options to be ratified. Discussion held on payment source/budget.

Motion by Rath sack, seconded by Hanson to pay for the Sound System of \$11,664.75 out of the ARPA Funds. Motion carried.

Economic Development – Andy Albarado

Update on County Properties/Economic Activities/Construction Projects No report.

Airport – Andy Albarado

Update on Airport Operations, Usage, Hangers, Land Leases and Fuel - New person to report to.

BOA/FAA Funded Projects-Update

Most projects are getting pushed out until 2022.

End loader with plow and snow thrower had been approved. Waiting for the buy American Clause approval.

COVID-19 CARES Act Funding – No Report.

Hospital Property – Andy Albarado

Update

The hospital nursing home will be moving in the next 3-4 months and will try to end their lease early.

Insurance/County Cars – Kitzie Winters

Review of Insurance Claims and County Car Usage

Kitzie gave the Committee an update on deer hit and workman's comp Insurance Claims.

County Vehicle Fleet(s)

Leased Vehicle Buyouts

Andy requested to payoff the current Lease for Forestry and Sheriff's Department.

Motion by Hraban, seconded by Hanson to pay off Forestry Lease (\$11,727.25) and Sheriff's Lease (\$9,405.50) and take money from the County Vehicle Fleet Budget. Motion carried.

Downsize Fleet

Discussion on selling 3 vehicles, 2007 Malibu, 2017 Ford Explorer (sheriff B60), 2013 (Jail A19) and downsize the fleet.

*Motion by Biller, seconded by Rathsack to approve the sale of 4 vehicles and but money of the sale back into the fleet budget.
Motion carried.*

IT-Jim Bugbee

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

LCDD Old Printer Request

Nick is requesting a public terminal/printer for farm plans in the Land and Water/Zoning office. He also is requesting to take a County scanner/copier home for office use. Discussion held on work from home.

Motion by Rathsack, seconded by Hraban to allow the printer for the Land and Water/Zoning office and decline the request for home use. Motion carried.

Other Equipment Requests

Emergency or Chairman Approved Request That May Come Before the Committee - None

Library

Update

Work for the library will be pushed out for next year and materials purchased will be stored. Sub -Contractor has long term COVID.

Circuit Court

Approval to purchase a new bench chair

Judge Anderson and Lori Gorseger is requesting global Leather executive chair for \$2,203.99 to replace the exciting chair.

Motion by Rathsack, seconded by Hraban to approve the purchase of a chair in the amount of \$2,203.09 from the equipment fund. Motion carried.

Adjourn

Motion by Biller to adjourn at 11:32 a.m.

Minutes by C. Meyer, Rusk County Clerk