

Jackson County Property Committee
Meeting Minutes
May 12, 2020

- 1. Call Meeting to Order:** Meeting called to order at 3:30 p.m. by R. Poff
Members present: R. Stevens, J. Higgins, D. Gearing-Lancaster, E. Chamberlain, B. Engebretson
Members absent: n/a
Also present: R. Ransom, R. Poff, S. Meinerz, V. Mortenson
- 2. Set Date for Next Meeting: June 9, 2020, @ 3:30 PM. County Board Room**
- 3. Approve Minutes of Previous Meeting**
Motion to approve the minutes of the previous meeting by J. Higgins, 2nd by E. Chamberlain. All in favor, motion carried.
- 4. Election of Chairperson**
A Motion by J. Higgins to nominate R. Stevens as Chairperson, 2nd by E. Chamberlain.
Called three times for additional nominations.
A Motion by J. Higgins to close nominations and cast unanimous ballot for R. Stevens as Chairperson, 2nd by E. Chamberlain. All in favor, motion carried.
- 5. Election of Vice Chairperson**
A Motion by B. Engebretson to nominate J. Higgins as Vice Chairperson, (2nd not needed)
Called three times for additional nominations.
A Motion by E. Chamberlain to close nominations and cast unanimous ballot for J. Higgins as Vice Chairperson. (2nd not needed)
All in favor, motion carried.
- 6. Discuss/Act Monthly Projects**
R. Poff updated committee on the status of current projects and handed out facilities staff work reports. Committee reviewed each staff report and explained to new committee members. Multiple comments were made on how beneficial these individual reports were.
- 7. Discuss/Act-BRF Municipal Utilities Rate Change**
R. Poff explained to the committee that BRF Utilities had contacted him regarding a rate change by going into a different billing bracket. He noted it could roughly save \$1,000. Especially if there was a hot dry season. R. Poff noted that going into this bracket would be even more beneficial once the closed loop system is in place.
- 8. Discuss/Act- Animal Shelter Updates**
R. Poff updated the committee on the progress of the animal shelter. It is behind schedule. The Covid Epidemic's restrictions had impacted the contractor's projects. Epoxy floors were being put in this week. Possibly could be end of June 2020 when Animal Shelter is done. Committee updated the new members on the old and new animal shelter.
- 9. Approval for Increases**
S. Meinerz handed out a summary sheet of the upcoming increases. Committee discussed the increases. It was noted that this money was already budgeted. Motion to approve the increases by E. Chamberlain, 2nd by J. Higgins. All in favor, motion carried.

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10. Monthly Budget Reports

Committee reviewed Monthly Budget Reports.

Motion to approve Monthly Budget Reports by J. Higgins, 2nd by B. Engebretson.

All in favor, motion carried.

11. Monthly Vouchers

Committee reviewed monthly vouchers.

Motion to approve previous month's vouchers by E. Chamberlain, 2nd by J. Higgins.

All in favor, motion carried.

12. Adjournment

Motion to adjourn the meeting by D. Gearing-Lancaster, 2nd by E. Chamberlain. All in favor, motion carried. Meeting adjourned at 4:25 p.m.