

Property Meeting – January, 9th, 2024

Members Present: John Higgins, Dale Hoff, Garth Rolbiecki, Daryl Boe, Desiree Gearing-Lancaster
Other in attendance: Rick Poff, Cindy Altman, Jay Borek, Susie Meinerz

Meeting called to order by Higgins at 3:30 pm

Next meeting date will be February, 14th, 2024 at 3:30 pm.

Approve Minutes of Previous Meeting: Motion by Rolbiecki/Boe to approve. Approved.

Discuss/Act-Employee Update: Rick informed the board that his surgery was scheduled for January 12, 2024. He also had informed the board that we had to let go Holly Pike and that Matt would be replacing her at DHHS until new person was hired. Jay had asked who was his cleaner as Holly & Matt were cleaning highway, Rick informed it will be James for the time being but that would change also as we move forward.

Discuss/Act-reclass Maintenance worker & add a Facilities Coordinator. No motion made, was requesting permission to start the process to add a step program and add a Facilities Coordinator. Was informed that they would entertain the request as more information to come.

Discuss/Act request to bid 1 ½ ton salt truck: motion by Rolbiecki/Hoff to place the truck out to bid

Discuss/Act Building Needs: Rick Discussed the need for employees of the Facilities department if we were to go to an off-sight Jail as planned. Discussed the need to start the process in upgrading the court house security camera system and that the Sheriffs cameras and the jails cameras are all tied in to the same operating program and that Rick would work with a vendor or vendors to intergrade operating processes. UW Extension is requesting a door bell to be installed.

Monthly Budget Reports: Reports were provided and reviewed with questions answered. Motion by Rolbiecki/Gearing-Lancaster to approve. Approved.

Monthly Vouchers: Vouchers were provided and reviewed with questions answered. Motion Rolbiecki/Hoff to approve. Approved.

Motion to adjourn Rolbiecki/Hoff at 4:30 pm. Approved.