

April 18, 2024

John Higgins
Desiree Gearing-Lancaster
Dale Hoff
Garth Rolbiecki
Daryl Boe

FROM: Poff, Richard Facilities Director
SUBJECT: Property Committee
DATE: Tuesday, April, 9, 2024 TIME: 3:30 PM
PLACE: County Board Room

1. Call Meeting to Order
 - a. J. Higgins at 3:27pm
2. Set Date for Next Meeting
 - a. Tuesday May 14, 2024 at 3:30pm
3. Approve Minutes of Previous Meeting
 - a. Motion by G. Rolbiecki, 2nd by D. Hoff. All voted aye. Motion carried.
4. Act/Discuss Request to bid out Veteran/Maintenance Areas
 - a. Motion by D. Boe, 2nd by D. Hoff. All voted aye. Motion carried to request bids for remodeling of VSO/Maintenance area.
5. Act/Discuss Request to bid out IT/Server room Carpet/Floor
 - a. Motion by G. Rolbiecki, 2nd by D. Boe. All voted aye. Motion carried to send out for bids to replace the carpet down in IT room and the server room.
6. Discuss/Act Employee update
 - a. Rick updated the committee on the status of employees in the department and that we are down one and will repost in the near future.
7. Discuss/Act Building Needs
 - a. Rick discussed the building needs through out the county and is working with Cindy on a bonding project to help with some of the big capital projects.
8. Monthly Budget Reports
9. Monthly Vouchers
 - a. Motion by G. Rolbiecki, 2nd by D. Hoff. All voted aye. Motion carried.
10. Adjournment
 - a. Motion by D. Gearing-Lancaster, 2nd by D. Hoff at 4:20 pm. All voted aye. Motion carried.