

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

FROM: Poff, Richard Facilities Director  
SUBJECT: Property Committee  
DATE: Tuesday, May 13<sup>th</sup> 2024 TIME: 3:30 PM  
PLACE: County Board Room

1. Call Meeting to Order
  - a. J. Higgins at 3:28pm
2. Set Date for Next Meeting
  - a. Tuesday June 10<sup>th</sup>, 2025 at 3:30pm
3. Approve Minutes of Previous Meeting
  - a. Motion by G. Rolbiecki, 2<sup>nd</sup> by D. Hoff. All voted aye. Motion carried.
4. Discuss Courthouse Restoration Update
  - a. Poff gave the committee an update to the time line of the Courthouse restoration project
5. Discuss Evidence Storage updates
  - a. Poff gave an update to the time line of the evidence storage project, will be back next month with numbers.
6. Discuss/Act Bid Opening Conference Room Carpets
7. Discuss/Act Bid Opening County Clerk's Office Carpet
8. Discuss/Act Bid Opening UW Extension Carpet
9. Discuss/Act Bid Opening DHHS Carpet
  - a. Motion by G. Rolbiecki, 2<sup>nd</sup> by D. Boe. All voted aye. Motion carried, to use Russell's of Neillsville for all carpet bids due to overall lowest bid.
10. Discuss/Act Lactation Pod
  - a. Motion by G. Rolbiecki, 2<sup>nd</sup> by D. Gearing-Lancaster. All voted aye. Motion carried, to purchase a lactation pod from Brighter Booth.
11. Monthly Budget Reports
  - a. Motion by G. Rolbiecki, 2<sup>nd</sup> by D. Hoff. All voted aye. Motion carried, to use the funding to purchase a mower instead of a carpet extractor.
12. Monthly Vouchers
  - a. Motion by G. Rolbiecki, 2<sup>nd</sup> by D. Gearing-Lancaster. All voted aye. Motion carried.
13. Adjournment
  - a. Motion by G. Rolbiecki, 2<sup>nd</sup> by D. Hoff 4:17 pm. All voted aye. Motion carried.