

May 15, 2024

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

FROM: Poff, Richard Facilities Director  
SUBJECT: Property Committee  
DATE: Tuesday, May14, 2024 TIME: 3:30 PM  
PLACE: County Board Room

1. Call Meeting to Order
  - a. R. Poff at 3:30 pm
2. Election Of Chairman and Vice chair
  - a. Motion by D. Hoff, 2<sup>nd</sup> by D. Boe to elect J. Higgins as Chairman. All voted Aye. Motion carried.
  - b. Motion by D. Hoff, 2<sup>nd</sup> by D. Boe to elect G. Rolbiecki as Vice Chair. All voted Aye. Motion carried.
3. Set Date for Next Meeting
  - a. Tuesday, June 11, 2024 at 3:30 pm
4. Approve Minutes of Previous Meeting
  - a. Motion by G. Rolbiecki, 2<sup>nd</sup> by D. Hoff. All voted Aye. Motion carried.
5. Act/Discuss Request to post vacant Position
  - a. Motion by D. Boe, 2<sup>nd</sup> by G. Rolbiecki. All voted Aye. Motion carried.
6. Act/Discuss Bids for Plow for new truck
  - a. Motion by G. Rolbiecki, 2<sup>nd</sup> by D. Hoff. All voted Aye. Motion carried to go with Michaels Truck as the lowest bid.
7. Discuss/Act 2009 Chevy Truck Transfer to Animal Shelter
  - a. Motion by G. Rolbiecki, 2<sup>nd</sup> by D. Hoff. All voted Aye. Motion carried to transfer the 2009 Chevy 2500 over to the Animal Shelter.
8. Discuss/Act Building Needs
  - a. Rick discussed the building needs and informed the committee he's working on updating lists that were created in the past for the updates and needs of all buildings in Jackson County. Also adding to and finishing a facilities 10-year plan.
9. Discuss/Act Bid Opening for VSO/Maintenance Project
  - a. Motion By G. Rolbiecki, 2<sup>nd</sup> by D. Boe. All voted Aye. Motion carried to accept the lowest bid from Simmons Construction for \$69,700.00, using \$19,700.00 from fund balance to cover over the \$50,000.00 that was budgeted.
10. Monthly Budget Reports

11. Monthly Vouchers

- a. Motion by G. Rolbiecki, 2<sup>nd</sup> by D. Gearing-Lancaster. All voted Aye. Motion carried.

12. Adjournment

- a. Motion by D. Boe, 2<sup>nd</sup> by D. Hoff 4:45 pm. All voted Aye. Motion carried.