

## Property Committee Meeting Minutes for July 2022

Present:

Roger Stevens

Dale Hoff

Desiree Gearing-Lancaster

Garth Rolbiecki

John Higgins

1. R. Stevens Called Meeting to Order at 3:30PM
2. Set Date for Next Meeting
  - a. Tuesday, August 9<sup>th</sup> at Time 3:30PM
3. Approve Minutes of Previous Meeting
  - a. Motion made by G. Rolbiecki for approval of minutes from previous meeting and seconded by J. Higgins. All in favor. Motion carried.
4. Discussion – Bathroom Remodels
  - a. Per R. Poff, Bathrooms in Basement and 2<sup>nd</sup> floor needs to be brought up to ADA standards. Rick is working on obtaining bids on this project.
  - b. Revisit bathroom project at the next meeting.
5. Discussion Last month Updated
  - a. R. Poff updated the committee on the DHHS Garage Project
  - b. Courtroom R Poff unable to meet with Judge Diehn yet. He is working on scheduling a meeting with him to go over the details about the glass in the Branch II Courtroom and lighting, walkways, replace ceiling with acoustic ceiling tiles.
6. Discussion - Building Needs
  - Law Enforcement Center
    - a. Sherriff Waldera gave an update on the progress of possible new law enforcement center/ rebuild.
  - Animal Shelter
    - a. Per R. Poff the Executive Finance Committee would like to put an Animal Shelter Committee together and they would like a person from the Property Committee to be on that committee. R. Stevens asked D. Hoff and D Hoff accepted.
    - b. R. Poff also advised that the Animal Shelter would like to add a concrete pad. J Higgins wants to know who would be paying for the concrete pad. Concrete pad has been put on hold until the Shelter Committee is established and meets with approval from the Executive Finance Committee
  - Courthouse Hill
    - a. Per R. Poff they had a near miss, an employee was thrown off the lawn mower cutting the hill. R Poff is also checking into what it would cost to contract the hill to someone with special equipment to cut the hill.
7. Monthly Budget Reports
  - a. Motion made to approve budget reports by J. Higgins and seconded by D. Gearing-Lancaster. All in favor. Motion carried.
8. Monthly Vouchers
  - a. Motion made by G. Rolbiecki and seconded by J. Higgins to approve monthly vouchers. All in favor. Motion carried.
9. Adjournment
  - a. R. Stevens asked for motion, J. Higgins motioned to adjourn at 4:35PM, and seconded by D. Hoff. All in favor. Motion carried.