

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

FROM: Poff, Richard Facilities Director  
SUBJECT: Property Committee  
DATE: Tuesday, August 12, 2025 TIME: 3:30 PM  
PLACE: County Board Room

1. Call Meeting to Order
2. Set Date for Next Meeting **September 9, 2025 3:30 p.m.**
3. Approve Minutes of Previous Meeting **Motion by G. Rolbiecki, 2<sup>nd</sup> by D. Hoff. All voted Aye. Motion carried.**
4. Discuss/Act Evidence Storage Facility Bid Selection **Motion by D. Hoff, 2<sup>nd</sup> by G. Rolbiecki. All voted Aye. Motion carried to accept the lowest bid from Jessie Construction with deduction of the perimeter fence for a total of \$229,487.00.**
5. Discuss/Act Two office requests **Poff discussed that there were two office requests. One from DHHS and one from the Drug Treatment Court program. Motion was made by D. Gearing-Lancaster, 2<sup>nd</sup> by D. Boe. All voted Aye. Motion carried to continue to work with both requestors to find the most economical solution to house both.**
6. Discuss/Act Building Needs **Poff discussed that the Training Center's roof still needs to be quoted for repair or replacement.**
7. Discuss Department/ Projects updates **Poff updated that the new hire is working out very well. Also, that the Tuck Pointing of the Courthouse is in full swing. The Camera project is near finished with a few loose ends to tie up from SGTS. DHHS parking lot will be seal and crack filled soon, waiting on the fair and weather to cooperate. Carpet is all ordered and scheduled to be here in the first part of September for all areas being replaced.**
8. Monthly Budget Reports
9. Monthly Vouchers **Motion by G. Rolbiecki, 2<sup>nd</sup> by D. Hoff. All voted Aye. Motion carried to accept the payment of bills.**
10. Adjournment **Motion by G. Rolbiecki, 2<sup>nd</sup> by D. Gearing-Lancaster. All voted Aye. Motion carried to adjourn the meeting at 4:07 p.m.**