

September 12, 2023

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

FROM: Poff, Richard Facilities Director  
SUBJECT: Property Committee  
DATE: Tuesday, September 12, 2023 TIME: 3:30 PM  
PLACE: County Board Room

1. Call Meeting to Order
  - a. J. Higgins at 3:30pm
2. Set Date for Next Meeting
  - a. Tuesday October 10, 2023 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. Act/Discuss Staff update
  - a. Rick discussed that the Facilities department is now fully staffed and the new part-timer is doing good.
5. Act/Discuss Commercial Paper Shredder
  - a. Motion by D. Hoff, 2<sup>nd</sup> by D. Gearing Lancaster. All voted aye. Motion carried to have Rick write a resolution to ask for either Ho-Chunk Funds or ARPA to cover the cost for a Commercial Paper Shredder.
6. Discuss/Act Animal Shelter updates
  - a. Rick updated the board. The progress is good on the concrete job in the play ground area. The contractors were on time with their suggested dates and goals.
7. Discuss/ Act Building needs
  - a. Rick explained that with the concrete contractors visiting the recycling center he is having them give him quotes on repairing some trip hazards on the sidewalk between the LEC and Courthouse.
8. Monthly Budget Reports
  - a. Motion by G. Rolbiecki, 2<sup>nd</sup> by D. Hoff. All voted aye. Motion carried.
9. Monthly Vouchers
  - a. Motion by D. Hoff, 2<sup>nd</sup> by G. Rolbiecki. All voted aye. Motion carried.
10. Adjournment
  - a. Motion by G. Rolbiecki, 2<sup>nd</sup> by D. Hoff. All voted aye. Motion carried.