

August 9, 2022

Roger Stevens
John Higgins
Desiree Gearing-Lancaster
Dale Hoff
Garth Rolbiecki

FROM: Poff, Richard Facilities Director
SUBJECT: Property Committee
DATE: Tuesday, August, 9th 2022 TIME: 3:30 PM
PLACE: County Board Room

1. Call Meeting to Order
 - a. R. Stevens at 3:30pm
2. Set Date for Next Meeting
 - a. Tuesday August 30th 2022 at 3:30pm (special Budget)
3. Approve Minutes of Previous Meeting
 - a. Motion by G. Rolbiecki, 2nd by J. Higgins. All voted aye. Motion carried.
4. Discuss/Act Hanging Quilt in Courthouse
 - a. Motion By J. Higgins 2nd by G. Rolbiecki. To deny the hanging of the quilt in the courthouse. All voted aye. Motion Carried
 - b. Some discussion was made that there was an individual that wanted to hang a quilt in the court house to show support for August being Addiction awareness month. There are concerns of the people on the quilt from our community and that the graphicness of this quilt might be too much for the children. Note that this individual has not responded back to several phone calls and did not show up to the meeting.
5. Discuss/Act- Animal shelter Updates
 - a. Poff informed the board that the Executive and Finance approved to use up to \$20,000 to build the berm and purchase sound fabric to hang on fence.
 - b. Poff stated that the he spearheaded getting the meeting set up between members from Jackson County and the Humane Society then will turn it over to Kaitlyn the shelter manager. First meeting they will discuss the policy book and get it ready to go for approval.
6. Discuss/Act- Record Retention Needs
 - a. R.Poff is requesting to close off the access between the two dead records rooms as there are files down there that were found to be only accessible by certain people from the Courts and have to by statute be double locked.
 - b. C. Altman will be putting records retention on the agenda for the next department head meeting.

7. Discuss/Act Building Needs

- a. Poff updated on the parking lot at DHHS that Mathy will be paving sometime next week and they had run into the light pole. They will be taking care of the cost to repair all damages due to the pole being hit.
- b. Poff updated that they met in regards to the Jail study and that the sheriff will be presenting some findings to LEC committee and most likely will be here next month.
- c. J. Borek explained that the Highway Shop has many needs due to the age of the building and the size of some of the equipment. There are expensive pieces of equipment being parked outside in the elements.

8. Monthly Budget Reports

- a. Motion by G. Rolbiecki, 2nd by D. Gearing-Lancaster All voted aye. Motion carried.

9. Monthly Vouchers

- a. Motion by Higgins, 2nd by G. Rolbiecki. All voted aye. Motion carried.

10. Adjournment

- a. Motion by Higgins, 2nd by G. Rolbiecki. All voted aye. Motion carried.