

*Jackson County Property Committee
Meeting Minutes
October 13, 2020*

1. Call Meeting to Order: Meeting called to order at 3:27 p.m. by R. Stevens
Members present: R. Stevens, J. Higgins, D. Gearing-Lancaster
Members absent: E. Chamberlain, B. Engebretson
Also present: R. Poff, V. Mortenson

2. Set Date for Next Meeting: November 10, 2020, @ 3:30 p.m. County Board Room

3. Approve Minutes of Previous Meeting

Motion to approve the minutes of the previous meeting by J. Higgins, 2nd by D. Gearing-Lancaster. All in favor, motion carried.

4. Discuss/Act- Building Needs- Tour Dead Records and LETC

R. Poff updated the committee on the county's building needs. A quick estimate came back from Simmons Construction to fix the LETC building for \$19,500.00. \$20,000 was budgeted for this project. R. Poff noted the estimate was mainly for concrete work-not ground work, which was originally thought. This project would still be put out to bid. Committee then discussed the longevity of the building.

Tour Dead Records was moved to after the meeting as everyone would leave after the tour at LETC.

5. Discuss/Act- Parking Lot Update

R. Poff updated the committee on the Courthouse Parking Lot project. Paving was scheduled for next week. R. Poff informed the committee that the City of Black River Falls recently informed him that an approved permit would be needed to continue working on the parking lot. The city permit would be for an extension of the city storm sewer. The permit fee was waived and the sewer extension, estimated at \$5,000, would come out the project budget.

6. Discuss/Act Bid for FOB Lock Replacement at the Training Center

R. Poff informed the committee that the LETC building would need updated security. The current system is obsolete. SGTS, Inc bid came in at \$6,133.00 and R. Poff is waiting for a bid from Avigilon. The county has worked a lot with SGTS, Inc. but the system they would be working with is universal and another company could install it just as well. R. Poff noted that money from the Jail Assessment line would be used.

Motion to approve SGTS, Inc bid at \$6,133.00 for lock replacement at LETC by J. Higgins, 2nd by D. Gearing-Lancaster. All in favor, motion carried.

7. Monthly Budget Reports

Committee reviewed Monthly Budget Reports. R. Poff informed the committee that the all necessities ordered for Covid-19 had hit Facilities Management's supply line pretty hard. He is still waiting for reimbursement.

Motion to approve the Monthly Budget Reports by D. Gearing-Lancaster, 2nd by J. Higgins All in favor, motion carried.

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8. Monthly Vouchers

Committee reviewed monthly vouchers.

Motion to approve previous month's vouchers by J. Higgins, 2nd by D. Gearing-Lancaster. All in favor, motion carried.

9. Adjournment

Motion to tour the LETC building and adjourn the meeting, by J. Higgins, 2nd by D. Gearing-Lancaster. All in favor, motion carried. Meeting adjourned at 4:08p.m.