

Property Committee Meeting Minutes for May 2022

Present:

Desiree Gearing-Lancaster

John Higgins

Dale Hoff

Garth Rolbiecki

Roger Stevens

1. **R. Poff Called Meeting** to Order 3:30PM
2. **R Poff asked for nominations for Chairman of the Property Committee.** J. Higgins made motion to nominated R. Stevens as Chairman of the Property Committee, D. Hoff seconded the motion. All in favor. Motion carried. R. Poff turned the meeting over to the new Chairman Roger Stevens
3. **Nominations for Vice Chair.**
Gearing-Lancaster made a motion to nominate J. Higgins as Vice Chairman of the Property Committee, seconded by G. Rolbiecki. All in favor. Motion carried.
4. **Set Date for Next Meeting**
 - a. Tuesday, June 14th, 2022 at Time 3:30PM
5. **Approve Minutes of Previous Meeting**
 - a. Motion made by J. Higgins for approval of minutes from previous meeting and seconded by D. Hoff. All in favor. Motion carried.
6. **Discussion - Bid Updates**
 - a. Bids were accepted in April for DHHS Parking lot Repair & Replacement. Mathy Construction is scheduled to start mid July 2022.
 - b. Bids were accepted in April for the UW Extension Parking lot for sealing. American Pavement is scheduled to start mid July 2022.
 - c. Scott Construction requested the tabulations and other proposals from the bidding.
7. **Discussion - Animal Shelter Yard**
 - a. Simmons Construction framed the structure between the dog play yards and now they are waiting on the steel. This is not our project the only request that we made was the builder needed to be licensed and insured.
 - b. Per R. Poff Barb had a concern with mud along the outside play areas, she said it was suggested by another shelter to look into Astro turf, but was in question with the dogs that like to dig. Barb will be researching if dogs can dig through Astro turf.
8. **Discussion - Building Needs**

Extension

 - a. Per R. Poff there is a sink hole that happened. The hole went from a foot in diameter and foot deep to 3 feet in diameter and 3 feet deep in one rain fall. Halverson will be digging down and capping off the 8-inch clay drain that is not in use anymore.

DHHS

 - a. Sherriff Waldera made a suggestion that with DHHS actively looking to expand their storage building that we consider looking at storage needs all over. Including the ERT building. With Recycling being busier and the sale of Highway stopped, maybe we could look at adding evidence and ERT storage up at UW Extension property and build a big enough storage building for DHHS on DHHS campus. It was suggested to maybe create a strategic plan for this area by Chairman J. Amo.

Court House

 - a. Per R. Poff Heat pumps were down all day on 5/10/22 and that the closed loop was at 130 degrees due to the new cooling tower not starting up R. Poff noted that this is the first time we are using the new Cooling tower. Facilities was able to get the heats pumps running again in the court house mid-morning. When starting the new cooling tower, the water

feed lines back flow preventer stuck open. R. Poff again reiterated that this was the first start of a brand new piece of equipment. So far it has been running good now.

- b. Retention Wall behind - Court House
 - 1. Per R. Poff, someone at the church rerouted the rain gutter and caused the gravel and dirt to wash out. R. Poff moved the drain line and now the rain cutter is rerouted away from the retaining wall directly into the basin.
 - 2. R. Poff is working with the Surveyor to determine who owns the rock area next to the retaining wall.
 - 3. Committee asked if we were fixing the issue R. Poff stated yes, we will be fixing our property.
- c. Chairman's office
 - 1. Has a leak in the Roof? Interstate roofing is coming to check it out. The Committee asked if the roof was under warranty.

Jail

- a. Per R. Poff the roof top for the Jail's max block air conditioning is down. Trane is scheduled to be out on Wednesday.
- b. The control board that controls the heating valve is also bad on this unit. Discussion was made on the age and the cost to replace this unit; 2009 it was added and replacement could be in the \$200,000+ range.

Monthly Budget Reports

- a. Chairman Stevens requested R. Poff to explain the Budget Report to the new Board Members.
- b. Motion made to approve budget reports by J. Higgins and seconded by D. Gearing-Lancaster. All in favor. Motion carried.

Monthly Vouchers

- a. Motion made by G. Rolbiecki, and seconded by J Higgins to approve monthly vouchers. All in favor. Motion carried.

Adjournment

- a. Motion to adjourn at 4:35 PM by J. Higgins, and seconded by D. Hoff. All in favor. Motion carried.