

## Property Committee Meeting Minutes

April 2, 2012, 9:00 A.M., Room A160

The meeting was called to order by Chairman Renner at 9:00 a.m. The meeting was properly announced.

**Present:** Renner, Allen, Djumadi, and Kotlowski. Miller excused. Also present: Don Genrich, Trena Larson, Cindy Phillippi and Helmer Lecy.

Miller present at 9:20 a.m.

Motioned by Kotlowski/Allen to approve the agenda. Motion carried by unanimous voice vote.

Discuss and/or act Henning Estate Funds with presentation by Don Genrich. Motioned by Djumadi/Allen to approve flag poles, tables, blinds, and audio visual as described. Motion carried by unanimous voice vote.

Discuss and/or act on fairgrounds update and Old Farmers Antiques. Mr. Lecy explained the cattle pens and previously agreed to projects. A sketch of their future plans was provided to the committee. Their intention is to add onto the already existing structure and follow the same design as on the South side of the building. Motioned by Allen/Kotlowski that the committee has no objection to the plans for this year and to all completion on the North side. Motion carried by unanimous voice vote.

Update on fencing at County Cemetery was provided by Larson. Larson has forwarded the information regarding the request for burial to Albert for legal review. Quinnell will be assisting in location of graves. Allen would like a separate committee assigned to look into this matter and handle it.

Discuss and/or act on inventory personal property department list. Larson explained this is a work in progress and will be completed next month.

Discuss and/or act on the Health & Human Services project change orders/request and/or invoices and punch list;

At 10:00 a.m. discuss scheduling a tour of the Health & Human Services/Community Center. The tour was to focus on the improvements and construction that was completed and identified in the project objectives; however, the committee decided to postpone the tour as the project was not complete. Someone from Roseberry's Funeral Home and the Historical Society was Allen's thoughts.

Larson reported that asset inventory was not complete. They are currently in the process of updating and verifying information. A finalized list will be provided at the next meeting.

There are no invoices related to the Health & Human Services Project. Hamman reported that Altmann is off site and will come back when the counter tops arrive. The trades are working on the punch list.

Larson is waiting on a change order regarding electric.

Larson reported that contractors were behind on payment to Solid Waste for utilization of dumpsters. She has forwarded this to Albert who is working on a legal letter.

Hamman reported the painting that is being completed by community services workers is almost done. They have begun to work on the landscape too.

Hamman reported theft of toilet paper has been extreme at the Community Center. He installed theft proof toilet paper holders, however; citizens have already vandalized them. If they continue to take the paper he will be installing something similar to what the parks and/or waysides use.

**Items for next agenda:** Discuss Highway 21 boat landing stakes/markers, Schedule a tour of Health & Human Services/Community Center, asset inventory.

Motioned by Miller/Djumadi to adjourn at 9:45 a.m. Motion carried by unanimous voice vote.

Recording Secretary

Cindy Phillippi  
Respectfully submitted

S:\Property Committee\PROPERTY MINUTES 2012\4-2-12 Property minutes.docx