

PUBLIC PROPERTY

September 9, 2026

Call to order	The meeting was called to order by Chairman Derek Flansburgh at 9:00 a.m. Committee member Linda Munson was present. Greg Russell was absent. Also present were Tom Cornford, County Board Chairman; Connie McCullick, IT Director; Chris Finnell, Prairie Catholic School Principal; Nicole Baumeister, ADRC Director; and Roberta Fisher, County Clerk.				
Verify posting of Meeting Notice	Chairman Derek Flansburgh verified that the meeting notice was properly posted.				
Approval of Minutes	Motion by Munson; second by Cornford to approve the minutes from the August 12th Public Property meeting. The motion carried unanimously.				
Invoices and Proposals	Connie McCullick presented her vouchers for approval. The Clerk presented an invoice from River Valley Land Survey in the amount of \$4,800. Motion by Munson; second by Cornford to approve the invoices and vouchers as presented for payment. The River Valley Land Survey invoice will be paid from the Contingency Fund. The motion carried with no negative votes cast. The Clerk presented two proposals for pest control at the Courthouse. <table><tr><td>• Gary's Pest Control</td><td>\$1,240</td></tr><tr><td>• Orkin</td><td>\$1,030</td></tr></table> Motion by Munson; second by Cornford to approve the Orkin Pest Control proposal for \$1,030. The motion carried with no negative votes cast.	• Gary's Pest Control	\$1,240	• Orkin	\$1,030
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Prairie Catholic School Re-Unification Plan	Corporation Counsel has reviewed the Memorandum of Agreement between the Prairie Catholic School and Crawford County. The agreement was made to allow use of the County Administration Building as a re-unification point if ever there was an emergency evacuation of the students at Prairie Catholic Schools. Peterson stated the agreement looks fine; however, he has requested follow up with the insurance company to be sure it wouldn't affect our premium obligation.				

The response from the insurance company was to request a Certificate of Liability Insurance from the school listing the County as an additional insured.

Christopher Finnell, Prairie Catholic School Principal, stated that he could certainly provide that.

Motion by Munson; second by Cornford to approve the request and the Memorandum of Agreement pending the school providing the COI listing the county as additional insured. The motion carried unanimously.

County Treas Copier Replace

EO Johnson provided a quote to replace the copier/printer in the Treasurer's Office.

The Treasurer was not available to attend this meeting to answer some questions, so the item will be discussed at a future meeting.

ADRC Office Renovation

Nicole Baumeister, ADRC Director, is requesting to expand her department with one additional office. Currently, there are 5 private offices, with a total of 7 office staff.

They are asking to build 1.5 walls around the existing area where the Accounting Specialist/Transportation Coordinator utilizes. ADRC has money in their budget to allow this to be completed this year without having to seek additional levy funding.

John Poots previously informed the Clerk that he asked Tom Mara to come in and give an estimate to do this renovation.

Baumeister stated that her husband has offered to donate his labor and complete the project with the county only paying for the cost of materials.

Baumeister will obtain two quotes for the renovation and bring to next month's Public Property meeting on October 14th.

Office safety and security was also discussed with the committee today.

IT Report

Connie McCullick, IT Director, provided the committee with an update on the IT Department today.

Card readers have been put in over at the Sheriff's Department.

The 2027 IT Department Budget was presented to the committee and reviewed today.

The Finance Committee may consider capital borrowing for the \$45,000 computer replacement request.

**Maintenance
Dept Report**

John Poots, Lead Maintenance, was not available for today's meeting, but did share some notes with the Clerk.

The handicap button and door is fixed in the men's bathroom on the 1st floor.

New hot water tank is in and working great.

The window by Jake's office has been fixed. The cost was less than \$5,000, so it was not turned into the insurance company.

The 2027 Maintenance Dept Budget was reviewed today with the committee members.

The clerk will ask John about testing the Panic Buttons.

Next Meeting

October 14th, 2026, at 9:00 a.m.

Adjournment

Munson moved, Cornford second to adjourn the meeting. The motion carried and the meeting adjourned at 9:40 a.m.

Roberta A. Fisher
County Clerk