

Jackey Postuchow called the meeting to order on May 20, 2026 at 12 Noon.

Board members present: Jona Eliason, Jackey Postuchow, and Kevin Rasmussen

Committee members present: Sue Govier and Deb Seeger, Helen Bryner absent.

Guest: Bob Klager, Plum Lake Treasurer

Kevin Rasmussen motioned to approve the agenda in any order, second by Sue Govier. Motion approved.

No citizens comments.

Item 5 – Status of dishwasher order, per Kevin contract signed, dealer will hold until ready to install. Per Kevin order for tele-med cart 50% was put down, last 50% net 30 days. Will give update as information is available.

Item 6 – Kitchen update, within \$1000 of funds needed. Difference to be covered if not donated under contingency fund. Tom and Karen Reed made a \$15,000 donation with a designation of room 6.

Item 7 – Furniture specifications. Per Sue furniture is specified working with Jeff from Emmons Business Interiors (EBI). Hon Furniture added for a second quote. Sue questioned need for three bids, and can one be from an online source using a cart list. Yes. Jackey asked about using Uline. Sue explained and Deb agreed Uline does not provide quotes and adjusts their pricing. Its take their quote / catalog as is. Sue explained EBI quote is over \$40K, but we can use grant funds of \$37K, and get three bids.

Will get a separate bid for folding chairs and tables, including storage carts from Home Depot. Will confirm if they deliver, no charge. Chairs will be stored on hanging racks. Sue will quote folding tables as starter, mid-range and deluxe for comparison.

Sue will coordinate with Jeff from EBI for a complete quote package and second bid from Hon or alternate source. She also has a third contact for the final quote.

Discussion on how to key offices. Agreed each piece in an office to be keyed alike, each office separate, and request from manufacturer a master key. Teresa, town clerk, has the most file space needed. All cabinets will be replaced, and current tan cabinets will not be used in new office areas. They could be used in the back store room and or vault if needed.

There will be a new flat file cabinet ordered for prints. The existing hanging print cabinet will be retained but kept in vault area.

Some funds have been received for the portable stage. The stage will be stored in a mechanical room when not in use.

Kevin advised we have two days before the quote for the John Deere tractor expires. Need to get this ordered now so we don't have to go through quote process again.

Sue explained she, Helen and Deb met to discuss themes for rooms and artwork suggestions. Sue and Deb did not have all the specifics discussed with Helen absent. We are looking at ten to 12 pieces. Art Long may be permitting use of some of his original pieces with a contingency identified as “on long term loan from Art Long” and when no longer wanted they are returned to him. They will not be available for us to do what we want with them or dispose of.

Jackey advised Jim Thomas approached her on a military display and if we are re-framing the existing five military pictures with local veterans. That is our plan. He has a flag and other military memorabilia that could be used. We will need to get more information from Jim on what is available, and see what will work.

Item 8 – PC and other electronics procurement. Need to revise quote from PC Mobile, quote is roughly \$23K. Discussion on unit for faxing. Determined Bob has a printer with fax capability. That piece can be removed from quote. On the grant electronic items are lumped, and cannot be ordered piece meal. \$26K is in the grant.

Bob asked about a spreadsheet on specifics where all donations are allocated to, and what is needed to come out of contingency fund. Jackey agreed she could create an excel spreadsheet and Deb could do the data entry. Software, operating systems for clerk and treasurer. Some specific software will be transferred from their current machines to new computers.

Internet Cafe will have “Deep Freeze” software added. This software automatically resets software every time it is used. Reset back to original format so next user does not see what was worked on.

Reviewing the original Grant breakdown line items six, eight, nine, ten and 11 are all related to computer / printers etc. for \$55,000. Town Web software will need \$3500. Workhorse software Schentler’s are paying for and not part of the grant. Windows 11, Adobe, and Microsoft 365 are planned.

Jackey will have a conversation with PC Mobile to finalize specifics and remove the sales tax from quote.

Sound system and TV’s are in architectural plans. One sound rack was planned. There is not a portable system for the new building.

Bob, treasurer used \$24K of town money, will be reimbursed at the end from the grant.

To summarize will go ahead to order from PC Mobile, quote dated May 8, 2026 email, as less than \$25K. Kevin motioned to submit order to purchase from PC Mobile, Sue second. Motion approved.

Bob raised the question why don’t we go through Gayle first on FFP budget. Kevin explained process and time it takes to get draft and funds approved. We can use contingency funds to get these going as prices will continue to increase the longer we wait. After discussion we voted on Kevin’s motion and committee was in agreement to proceed.

Will also order furniture once Sue provides the three quotes to the committee.

Item 9 – Sale of old items. As checks, preferred over cash, received will be posted as allocation to the Pavilion. So far paneling has been sold to Pat Anderson and Brian Rosewicz. Did not discuss to note other items that have been sold to date, if there are any.

Miscellaneous discussion on existing tables and chairs in rec building, some of which are not in good shape and prefer not to use in the new building. If any are being retained to stay in the rec building. We will need to replace all the storage carts for tables and chairs, most are in very bad condition and need to be replaced. Once new carts are acquired they should be stored in a specific storage area in the rec building and no longer along the wall.

Lake Association is looking for a different location to store the eyelets for the boat landing areas that need to have a trickle charge on them during winter storage. Since they are owned by Plum Lake it was decided they will be stored in the town garage, possibly in the upper area.

Kevin has made another request to Steve Jamroz for drawings on the Pavilion. Kevin will followup. Not having the drawings is holding up receiving donations for the Pavilion. Need a tangible dollar on what it will cost to seek donations.

Helen is in need of tax forms signed by Jackey for donations. Deb will take to her.

At 1:05 PM Jackey motioned to adjourn, Sue second. Motion approved.

Submitted by:

Deb Seeger