MARY MACDONALD COMMITTEE

2:30 P.M. Wednesday, November 12, 2025

Present: Steve VanHouse
Shane Hoff
Juel Salveson
Gary Thompson

Excused: Joe Baltich

Lana Fralich, City Administrator
Gerry Cheney
Shannon & Lance Williams

VanHouse called the meeting to order at 2:30 p.m.

Agenda – Motion by Hoff, seconded by Thompson, to approve the agenda with addition of Setting 2026 Meeting Dates. MOTION CARRIED.

Minutes – Motion by Hoff, seconded by Thompson, to approve the minutes of the August 13, 2025 Regular meeting, September 8, 2025 Joint meeting, and October 1, 2025 Special Meeting. MOTION CARRIED.

Communications-. None at this time.

Building Managers Report – Salveson reports the air compressor-heating system is leaking oil and is in need of gaskets. Discussion regarding replacing gaskets, age of heating system, and that there may be two newer-used units available at no cost that Salveson is looking into. Security light has been repaired, people are still putting garbage in the city dumpster, issues with locking dumpsters, four small roof leaks that will need to be repaired, and lights are being left on. Discussion followed on access to walkers if there are not any tenants there and reminding last tenant of the day to walk thru building and make sure lights are off. Sewing room needs an inspection for fire code compliance, Thompson and Salveson will meet with tenant prior to sending letter. Boiler #1 is running perfect, #2 needs work, and #3 is on standby.

OLD BUSINESS

Facility Assessment- Assessment will take place at 8:00 a.m. November 13th. Assessment results will be back in approximately 6 weeks.

NEW BUSINESS –

Amended Lake County Lease- The City received notice from Lake County that they will be decreasing the number of rooms leased at Mary Mac and no longer covering the cost of the Food Shelf or Golden Agers.

Food Shelf Lease- Administrator Fralich will draw up the lease for food shelf with 2026 rate, terms and conditions. Consensus of Board is to present to council for approval.

Discussion regarding leasing of open rooms requiring the conditional use process through Planning & Zoning, that Food Shelf would not require a separate process as they have been there, but new tenants would require completing the process. There rooms available January 1st and marketing them for business.

Juel Salveson Contract- Motion by Thompson, second Hoff to recommend acceptance of Juel Salveson Contract, no changes noted but dates, to Council. MOTION CARRIED.

Set 2026 Meeting Dates - Motion by Hoff, seconded by Thompson to approve 2026 regular quarterly meeting dates of February 11, May 13, August 12, and November 18th with Special Meetings called as needed. MOTION CARRIED.

Motion by Hoff, seconded by Thompson to adjourn at 2:50 p.m. MOTION CARRIED.

Minutes taken by Lisa Christenson