

BUILDING COMMITTEE MINUTES

COMMITTEE: BUILDING COMMITTEE
DATE: MONDAY, JULY 16, 2018
TIME: 5:00 P.M.
PLACE: COUNTY BOARD ROOM

CALL TO ORDER

Chairman Bunda called the meeting to order at 5:00 p.m. and read the agenda.

ROLL CALL

Members Present: Bunda, Lukas, Shaffer, & Kettlewell

Other Members: Jeff Krueger, Barb Barker, Josh Bradley, Mark Rinehart, Alex Walrath, John Dennee, Eric Shepherd, Lance Laabs, & James Whiteaker

Absent: George Stamper, Jason Theune, Rod Chitko, Sam Marvin, & Leo Lamers

Others present: Nora Matuszewski, David Cihasky, David Velie, Amie Velie, Lynne Black, Dorothy Kegley, & Mike Monte

APPROVE AGENDA

Motion by Lukas to approve the agenda, seconded by Shaffer. All present voting AYE. Motion carried.

APPROVE MINUTES FROM THE JUNE 4, 2018 MEETING

Motion by Lukas to approve minutes as presented, second by Kettlewell. All present voting AYE. Motion carried.

DISCUSSION ON HISTORICAL COUNTY RECORDS-APPEARANCE BY MICHELLE GOBERT

Michelle Gobert was present to discuss the preservation of historical records and space needs. She would like permission to look at the records that are in the upstairs above the 3rd floor to evaluate what is there, and see what to do with the information. Bunda indicated that she needed to get together with the County Clerk as she is the custodian of the records and then figure out to what to do with how the records are being kept, stored, and displayed.

DISCUSSION ON THE RELOCATION OF THE 911-DISPATCH AND LAW ENFORCEMENT CENTER PROGRAMMING UPDATE

David Cihasky and Mike Clark from Wendel were present to do a presentation of what they had done prior to the parking of progression. They discussed what could be done with the building at the Jail for expansion and the need and way to separate the Jail and Dispatch. They will send a digital copy of the presentation that they had for all committee members to see.

DISCUSSION ON THE BUDGET STATUS FOR THE MAINTENANCE DEPARTMENT

There was discussion on breaking down the Maintenance budget by departments. For the budget year 2019 there needs to be inspections of where and what needs to be done, so it can be addressed in the budget. Having the Maintenance department employees break down what and where they are spending their time will help in finding where the greatest need is and the committee can ask Finance for additional money in the budget for the needs of all of the buildings. There was discussion on the boiler and Bunda indicated that he had a company come in and look at the boiler and he was told that Rinehart was doing a good job and the boiler should last at least another 5 to 10 years.

DISCUSSION ON A DAILY WORKER LOG FOR THE MAINTENANCE STAFF

There were several examples passed around of logs that the staff could use to track what and where they were spending their time during the day. With these they would be able to see the problem areas and see where the money from the budget needs to be spent or allocated the next year to fix items.

DISCUSSION ON FIRE INSPECTION

The Maintenance will be done addressing all of the problems tomorrow. (July 17, 2018)

DISCUSSION ON FIRE AND SMOKE ALARMS

Bunda told the committee that there are no safety precautions currently, but, he had Ahern come in and they will be giving him recommendations and safety precautions to bring back to next month's meeting.

DISCUSSION ON UPDATES AND ISSUES WITH AIR CONDITIONING AND BOILER

The air conditioning on the Jail roof has bent fins that need to be straightened out. The exhaust fan in the Jail kitchen is too big and is something that needs to be looked at. There was a blink in the power in the Jail last week that caused the Metasys Computer system to blink off causing the Jail to lose the passwords. Johnson Controls had to come in to retrieve it and it cost over \$1,000.

DISCUSSION ON REPAIR AND PAINTING OF FIRE ESCAPE

Rinehart said it will cost \$545 for the paint. Nothing will be done at the current time.

DISCUSSION AND POSSIBLE ACTION ON SALTER BIDS FOR THE MAINTENANCE TRUCK

Motion by Lukas to approve purchasing the spreader contingent on Finance being able to find the funds to purchase it, second by Shaffer. All present voting AYE. Motion carried.

DISCUSSION ON A REMOVAL PLAN FOR THE RECORDS IN THE OLD JAIL

The committee would like all departments to identify what if any records they have in the Jail Residence, and if the records can be destroyed or moved.

DISCUSSION AND POSSIBLE ACTION ON A CAMERA FOR THE COUNTY BOARD ROOM

There was some discussion about closed captioning and Bunda asked Kettlewell to check into if a decision was made on the requirement.

Table for more information

DISCUSSION AND POSSIBLE REMOVAL OF DROP CEILING IN MAIN COURTROOM

Bunda talked to the Judge and he said he would like to see it done. Kettlewell was concerned with spending the money to do that now. Rinehart will come up with an estimate of how much time it would take to frame just the vent out.

DISCUSSION AND POSSIBLE ACTION ON MAINTENANCE EMPLOYEES WORK HOURS AND REPORTING

Motion by Kettlewell to approve the 4-10 hour shifts temporarily to see how it works, second by Lukas. All present voting AYE. Motion carried.

DISCUSSION WITH CITIZEN COMMITTEE ON NEXT STEPS IN MOVING FORWARD NOW THAT THE PROGRAMMING PHASE HAS BEEN COMPLETED

There was discussion on the Law Enforcement being the first phase. The need for doing what can be done with a certain amount of money and allocate the funds. Keep the ball rolling and educate the Public.

Wendel was asked to work on the 911-Dispatch Center for the next meeting and include a drawing, bids, and a schedule of when it could be completed.

SET NEXT MEETING DATE

The next meeting date was tentatively set for August 8, 2018.

ADJOURNMENT

There being no further business, motion by Kettlewell to adjourn, second by Shaffer. All present voting AYE. Motion carried. Meeting Adjourned at 7:30 p.m.