

## BUILDING/PUBLIC PROPERTY COMMITTEE

COMMITTEE: BUILDING/PUBLIC PROPERTY  
DATE: MONDAY, DECEMBER 20, 2021  
TIME: 4:30 P.M.  
PLACE: COUNTY BOARD ROOM

### CALL TO ORDER

Chairman Lukas called the meeting to order at 4:30 p.m.

### ROLL CALL

Members Present: Collins (by phone), Dehart, Gretzinger, Laabs, Lukas, Stamper

Absent:

Others Present: Erin Mayer, Jeff Musson, Tom Hoffman, Mark Rinehart

### APPROVAL OF AGENDA

Motion by Stamper seconded by Laabs to approve the agenda as presented. All present voting (AYE). Motion carried.

### APPROVAL OF MINUTES FROM THE DECEMBER 3, 2021 PUBLIC PROPERTY/BUILDING MEETING

Motion by Laabs seconded by Dehart to approve the minutes of the December 3, 2021 Public Property/Building meeting. All present voting (AYE). Motion carried.

### PUBLIC COMMENT ON AGENDA ITEMS

None

### UPDATES ON NEW AND EXISTING BUILDING PROJECTS WITH MUSSON AND HOFFMAN; POSSIBLE ACTION

- Emergency work courthouse repairs

Jeff from JJ Carpentry will be working on the 3<sup>rd</sup> floor and is willing to drop what he is doing to build the room needed for the elevator when needed. Motion by Dehart to hire JJ Carpentry to build room for elevator, with supplies being purchased locally through Argonne Lumber, second by Stamper. All present voting (AYE). Motion carried.

Hoffman reported the oak panels for the 3<sup>rd</sup> floor are finished and just waiting for trim. All will be sent to Davis on Monday for finishing.

Hoffman will check with Argonne Lumber about using their boom truck to lift the sheet rock up to the 3<sup>rd</sup> floor to be unloaded through the fire escape door.

JJ Carpentry need to get the black box done around the medallion in the courtroom.

Musson will give Rinehart ideas for the four sconces needed around the medallion.

Eland Electric will need to take care of the surface mounted raceway & data on the 3<sup>rd</sup> floor.

- Quotes for bathroom stalls

Quotes were provided from Zogie Lock and Door LLC and Laforce. Discussion on the difference between the solid plastic partitions and baked enamel partitions. Motion by Stamper to approve the quote from Zogie Lock and Door LLC for the baked enamel partitions in a charcoal color, second by Laabs. All present voting (AYE), Stamper, Laabs, Dehart, (NAY), Collins, Lukas. Motion carried.

Rinehart will put up one of the old partitions in each bathroom for temporary use until the new partitions come in 3 – 4 weeks.

- Elevator

Motion by Laabs to approve Musson posting the RFP's for Electrical & Mechanical related work for the elevator upgrade, second by Stamper. All present voting (AYE). Motion carried.

Elevator plans were sent to the State the beginning of December, could take up to 6 weeks to get back. Hoping to get them back before the January 24<sup>th</sup> start date. Musson will check State website for an update on approval date.

- Punch list walk through

Musson, Hoffman & Rinehart did a walk through and looked at all architectural aspects of the renovation, Doug Geyer looked at all the mechanical parts on December 7<sup>th</sup>. They received lists from all departments. The flooring company was back to finish things up. Hoffman stated everything has been taken care of except three items. The material for the steps in Child Support has been ordered in a brown color. They will be checking for a damper in the board room. They believe there is one in there, it may be rusted. Rinehart will be putting grates in the four corners of the board room. Some of the ceiling tiles in Child Support have been wet, Rinehart believes the old chimney may be leaking.

- Sheriff 911 tower

Rinehart reported that all cabling is finished.

- Removal of old Sheriff 911 tower

The contractors working on the towers told Rinehart the old tower is being held down by one anchor. Rinehart will discuss with Stephanie Statezny, Emergency Management Director and look into what it would cost to have the tower removed. Lukas may need to make an emergency decision on approval of removal of the tower.

- RFP's for Sheriff residence windows

Motion by Collins to approve Musson posting the RFP's for Sheriff residence windows, second by Dehart. All present voting (AYE). Motion carried.

- Updates: Maintenance Department

Maintenance would like a tablet to run the heating system on. Discussion about the quote from Nauncka, Hoffman will check with Rob at AES to see what kind of tablet they recommend. Discussion about checking the heat at the ADRC on the weekends. Hoffman suggested a Honeywell Homes thermostat.

There is an issue with a sensor being shared between three offices. That one sensor regulates the temperature for three separate offices and if someone is using an electric heater it will throw the whole system off.

AES has concerns about turning the registers off because they may freeze up, do we need to send a memo out to all employees telling them not to turn their fans off?

Painting the 3<sup>rd</sup> floor stairwell is too high for maintenance, Hoffman will contact a guy he knows.

Jessica Rivera from USDA said they will help find homes for any fawns that we may get in the Spring. Anything that we do has to be approved by the veterinarian first. We will need to call Jessica in the Spring.

Trench in the back did not get patched. Rinehart asked if he should contact Mussons or Pitlick & Wick. Lukas will talk to Bill Anderson.

Rinehart would like the tile floors in the bathrooms to be steam cleaned and sealed with the same floor sealer that was used in the County Clerk's office once maintenance has more help.

The steps and floors in the hallways need to be buffed and sealed. Hoffman will get prices to hire someone to do this since maintenance is short staffed. Rinehart will contact Victory Janitorial.

Old air compressors need to be sold on surplus.

Nauncka needs to get rid of big plot printer from County Clerk's office.

Air make up in the garage never shuts off, it is running 24/7. Hoffman will discuss with Geyer on December 22.

Holli Denton had concerns with the Health Department generator during the expected storm, the generator was not needed, but when Rinehart went to start it up, it wouldn't start. Hoffman will show Brian from Professional Heating on December 22.

Door at the VFW needs to be replaced. Sill is rotting.

Geyer thinks we need to put all new equipment on a plan. Hoffman said it should all correlate with a maintenance schedule.

Jail generator is due for yearly oil change and load test. Rinehart will call Total Energy for a price.

FUTURE AGENDA ITEMS, DATE, AND TIME OF NEXT MEETING

## ADJOURNMENT

Dehart made a motion to adjourn at 6:03 p.m., seconded by Laabs. All present voting (AYE). Motion carried.

These minutes are not official until approved at the next scheduled meeting of Building/Property meeting.