

FACILITIES MANAGEMENT COMMITTEE

Tuesday, January 8, 2019

PRESENT: C. Jones, M. Madison, M. Parkinson, D. Moore, C. Hankins, P. Chapman, B. Malone
R. Wesley
ABSENT: T. McRae
OTHERS: R. Schmidt, E. Hiller, C. Ellis, M. King, A. Meyer

Mr. Wesley moved, seconded by Mr. Parkinson, to approve the January meeting minutes. **MOTION CARRIED.**

PROJECT STATUS:

Jail Remodel Project:

Working with the contractor and sheriff department to minimize down time for kitchen and laundry area. R. Schmidt looked into a mobile kitchen during the down time and it is going to be \$80,000. This would not include food or labor for the mobile kitchen. He is exploring other options on renting a kitchen. Right now the downtime for the laundry services will be about 3 days. There will be a meeting on January 10 to discuss this further. The project is ahead of schedule and is about 40% complete.

Courthouse:

Still working on carpet and paint in offices throughout the courthouse. The switchgear is complete with the last step being labeling.

Administration Building:

The parking lot repairs are on hold until weather permits. We are addressing minor safety ADA concerns in the building.

Wood River Facility:

The staff at the facility is addressing each of their concerns within their department. Also working on backorders that have been pushed aside for quite some time.

Comprehensive Plan:

Discussion was held and ideas were shared regarding the comprehensive plan R. Schmidt shared last month. Committee members asked R. Schmidt to look into

INVOICES:

Capital Project:	Admin Building, Courthouse, Annex- (Sachs final billing)	36,475.00
	Emergency Building Repairs- (Kone elevator repairs & W.R. boiler feed)	\$74,713.50
	Jail- (AAIC & Plocher payment)	\$967,135.67
Capital Outlay:	Ladders	\$247.09

Mr. Madison moved, seconded by Mr. Malone, to approve the invoices as presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: Madison, Parkinson, Moore, Hankins, Chapman, Malone and Wesley. NAYS: None.

Mr. Madison moved, seconded by Mr. Hankins, to approve the invoices as presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: Madison, Parkinson, Moore, Hankins, Chapman, Malone and Wesley. NAYS: None.

RESOLUTIONS:

1. Resolution to continue janitorial services contract for FY 2019.

Mr. Moore moved, seconded by Mr. Madison, to approve the resolution as presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: Madison, Parkinson, Moore, Hankins, Chapman, Malone and Wesley. NAYS: None.

NEW BUSINESS:

The recorder's office is requesting upgrades to the office that would also address ADA issues and some deferred maintenance. R. Schmidt passed around a floor plan of the upgrade and remodel. A. Meyer addressed the committee about the upgrades. The \$25,000 was appropriated to their budget last year for this project. There was other matters that needed to be taken care of, so the project did not happen then. She is asking for that money to be re-appropriated to their budget this year. The office will be going in house for the work to the office to cut costs.

R. Schmidt also addressed the committee regarding the outside staircase at the Annex building. He is in the process getting 3 prices to do the emergency repairs.

Next meeting will be Tuesday, February 12, 2019 at 4:00 PM.

Mr. Wesley moved, seconded by Mr. Malone, to adjourn the meeting. **MOTION CARRIED.**

/vlj