

FACILITIES MANAGEMENT COMMITTEE

Tuesday, February 21, 2017

PRESENT: M. Madison, C. Jones, M. Walters, B. Malone, T. McRae, J. Dodd, R. Pollard
ABSENT: R. Wesley, A. Asadorian
OTHERS: K. Geschwend, J. Roth, A. Schoeberle, R. Schmidt, S. Adler, K. Prenzler, D. Hulme
R. Dorman, R. Jedda, C. Ellis

M. Madison introduced Rob Schmidt, the new Building Administrator to the committee

Mr. Jones moved, seconded by Mr. Malone, to approve the February 6, 2017 meeting minutes.
MOTION CARRIED.

PROJECT STATUS:

Administration Building:

People seem to be using the 3 trash cans in the small parking. K. Geschwend asked the committee if they wanted to add more trash cans to the other lot or hire a company come in and sweep the lots. The committee agreed to get a few bids on a cleaning company.

Administration Building:

Court security has not received the 4 TV's yet, so nothing has been installed.

Courthouse:

The engineering services are still on hold. S. Adler informed the committee another engineering firm, Tom Buckhite has come through and looked at the courthouse. He also talked about the different refrigerate options that need to be looked at and discussed.

Criminal Justice Center:

Prices and options for the boiler are being reviewed.

Jail:

K. Geschwend talked with the fire chief about what we currently have and what we need. The fire chief turned it over to the captain and they have not got back with us.

Wood River Facility:

2 TV's went out in the training room. It has been determined that there was a lighting strike that went through the cable line. 2 new TV's were installed and surge protectors have been installed that include coax surge protectors.

Wood River Facility:

The buildings crew met with Carrie Cohan from Child Advocacy Center to review the space that is needed for another interview room. Grant money can be used for the renovations. The stipulation is the work needs to be completed by a certain date in June or July. Carrie Cohan also is going to fundraise for the renovations. R. Schmidt informed the committee the buildings crew will do the work.

Mr. Dodd moved, seconded by Mr. Walters, to have the buildings administration move forward with the next necessary step. **MOTION CARRIED.**

REQUEST FOR USE OF COUNTY PROPERTY:

The Greater Gateway Association of Realtors is requesting to use the county board room on March 23, 2017 from 8:30 AM to 10:45 AM.

Prevent Child Abuse of IL is requesting the use of the Admin Lobby on March 31, 2017 at 10:00 AM.

Child Advocacy Center is requesting to use the Admin Lobby for display of the paper dolls and a large wooden pinwheel on March 29-the month of April, 2017.

Veterans Assistance Commission would like to use the county board room for the committee meetings on the following dates at 6:30 PM. March 16, June 15, September 21, December 21.

Mr. Jones moved, seconded by Mr. McRae, to approve the requests as presented. **MOTION CARRIED.**

INVOICES:

Capital Outlay:	Dell Computer	\$939.49
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Mr. Jones moved, seconded by Mr. McRae, to approve the invoice as presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: Jones, Walters, Malone, McRae, Dodd and Pollard. NAYS: None.

NEW BUSINESS:

Next monthly meeting will meet on Monday, March 20, 2017 at 5:00 PM.

M. Madison and the committee discussed the recent newspaper article regarding allegations with certain county offices being broken into. The committee and the buildings administration discussed what changes can be made regarding locks and keys. It was brought to the attention that master keys have never been changed since the building has been built. The committee discussed and agreed to get quotes to change the locks for right now the administration building. They discussed to get quotes on metal keys and electronic key passes.

Mr. Dodd moved, seconded by Mr. McRae, to have a special meeting on March 7, 2017 at 5:00 PM to discuss the CAC renovations and key changes. **MOTION CARRIED.**

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

/vlj