

## **FACILITIES MANAGEMENT COMMITTEE**

Tuesday, April 9, 2019

**PRESENT:** C. Jones, P. Chapman, B. Malone, C. Hankins, D. Moore, R. Wesley, T. McRae  
**ABSENT:** M. Madison, M. Parkinson  
**OTHERS:** D. Hulme, C. Ellis, B. Van Hoosen, P. Laughman, A. Schoeberle, R. Schmidt

The March minutes were approved by all Members present.

### **PROJECT STATUS:**

#### **Jail Remodel Project:**

The special housing unit is underway. By the request of the Sheriff, it has been asked to add on to the sprinkler system. Mr. Schmidt read a letter from an engineer pertaining to additional shut off valves. It was explained that if these switches were tampered with, the valves would shut fairly rapid to stop water flow in the event of a false evacuation. He also said that in the case of a fire inside of a cell block, the fire would be able to be isolated due to the zoning technology. Mr. Schmidt said it is estimated that 10-15 switches are needed at \$7,500-\$10,000 each. The project at a whole could cost between \$75,000 and \$100,000.

There was discussion among members related to the additional valves. Several members voiced their concerns on this project and shared experiences.

R. Schmidt reported this month's pay request is \$110,665.00 which reflects fulfillments of 52% monetarily and 35% overall progress.

#### **Jail Kitchen:**

The kitchen is up and running again, using old equipment. The oven is scheduled to be delivered today; additional equipment is expected at any time. The final cost of food service during the kitchen renovation was \$15,925.00.

D. Hulme inquired on the salvage value of the old kitchen equipment.

#### **Courthouse:**

The new carpet and paint projects continue. Mr. Schmidt said the new lactation room is complete and are waiting on signage. He goes on to report that bathroom updates are needed and will run into ADA issues that will need to be addressed.

#### **Administration Building:**

The parking lot project is progressing. R. Schmidt reported on the sidewalk improvements on 2<sup>nd</sup> Street, provided by the City of Edwardsville. He said that the sally port entrance project, which was budgeted last year, will resume.

Mr. Schmidt made the committee aware that the concrete project has unforeseen additions. He said the original contract for concrete was \$383,922.00 and \$168,583.00 has been paid to date. Due to water, voids have developed under the existing concrete adding an estimated \$40,000.00 worth of work.

Mr. Schmidt reported on reimbursements from several incidents totaling \$22,116.75 which was included in the overall project. He also said the plastic benches and the recycled trash receptacles can be paid for out of the Host Tipping Fee totaling \$20,160.00. With the combined amounts from both budgets, \$42,276.00, the anticipated concrete overage of \$40,353.00 could be covered. Please listen to the audio for the complete explanation.

Several members voiced concerns about adding to the original plan. Mr. Schmidt expressed the need for the additional work and how it could result in being more expensive in the future. Please refer to the audio to listen to the discussion in its entirety.

The members agreed to have this resolution placed on the agenda for next month.

Mr. Schmidt said there will be lactation rooms added to the CJC (8x8), Court House (4x6) and the cafeteria in the Administration Building (8x8).

The cafeteria's new flooring will consist of vinyl composite tile (VCT) which will replace the carpeting.

### **Comprehensive Plan:**

Mr. Schmidt said there is no progress to report.

Mr. Chapman and Mr. Hankins toured numerous County facilities and have made the following observations and recommendations.

1. Move towards divestiture of the Wood River Facility (old hospital). It will cost an estimated 20 million dollars to repair. Afterwards, the County will have a building worth a million dollars.
2. Begin moving personnel from the hospital as soon as possible. Begin using unused and underutilized space stored in the Administration Building. Move important records currently housed in the old hospital to areas identified in the County Courthouse and the Detention Center.
3. Start estimates to renovate the Hillsboro Building.
4. Identify suitable spaces to move the County Morgue and Emergency Offices in the Wood River Facility.

There are currently 90 people at the Wood River Facility.

Mr. Hankins expressed the need for an exit plan from the old hospital.

Mr. Hankins spoke about the current state of the switch gear in the old hospital.

There was discussion on moving the Emergency Management Department. It was suggested that splitting the property may be possible and keeping the shed area for the Coroner.

There was discussion on moving personnel and what is potentially needed to effectively utilize space.

### **ADA Update:**

Mr. Schmidt will be meeting with Ms. Cantarino on the parking lot. He said Ms. Cantarino and himself walked through the common areas, including restrooms, of the Administration Building to identify easy accessibility changes.

### **Electrical Cost and Gas Cost:**

The current contract for electricity with Mid-America Electric is up in April 2020; it has been discovered that the County is being over charged \$91,634.00. The gas contract is up and have received bids from Good Energy; based on the bid price, the County is being over charged \$21,821.00. Total annual savings would amount to \$113,455.00 if the County was being charged at the correct rate. The buyout amount from Mid-America Electric is \$40,000.00 resulting in a \$51,634.00 annual savings.

There was discussion on breaking the contract with Mid-America Electric and having the States Attorney's Office review the contract.

#### **Ameren/Jarvis LED Bulb Replacement Project:**

With the current price being paid, \$67,900 could be saved by participating in this program. At no cost to the County, all light bulbs will be replaced with LED Bulbs along with a 5 year warranty. Ameren will pay Jarvis \$111,001.53 to partner in this project.

There was discussion on if there were any buildings/areas that would not support the new bulbs.

The Committee gave Mr. Schmidt verbal approval to move forward with this project.

#### **Work Order Update:**

Uncompleted work orders: 197

FY 2019 rolled over work orders: 107

Painting request: 52

Work orders completed since 12/1/2018: 683

Reoccurring work orders: 88

Other department work order request: 480

Total completed work orders since 12/1/2018: 874

It has been suggested that all work orders are placed by 1 designated person in the office. The work orders are then funneled through an electronic system and placed on a work schedule per the Maintenance Supervisor.

#### **REQUEST FOR USE OF COUNTY PROPERTY:**

Madison County Animal Control requests the use of the Courthouse plaza for a vaccination event and microchip clinic on April 30<sup>th</sup> which coincides with National Shelter Pet Adoption Day. The event will run from 10am to 2pm.

Madison County TRIAD requests the use of the Wood River Facility parking lot for a pet fair for education, awareness and pet chipping. The event will take place Saturday June 30<sup>th</sup> from 8am to noon.

Wagner Potters Association requests permission to place signage on the corner to St. Louis and Main on the courthouse lawn to advertise their yearly pottery sale. The sign will be placed there April 27<sup>th</sup> through May 4<sup>th</sup>.

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

**INVOICES:**

D. Moore inquired about the approval/purchase of chairs from a year ago.  
D. Moore inquired about a lock pick kit purchased by the Circuit Clerk's Office.

There was brief discussion on the lock pick/key policy.

Mr. Malone moved, seconded by Mr. Wesley to approve the bills for the month. The ayes and nays are being called on the motion to approve resulted in a vote as follows: AYES: P. Chapman, B. Malone, C. Hankins, D. Moore, R. Wesley, T. McRae NAYS: None.

Capital Outlay	Various Tools and Equipment	\$1,169.88
Capital Project Administration Building, Courthouse and Annex	Paint for various areas and Recorder improvements	\$2,838.46
Capital Project Jail	AAIC and Plocher progress payments and food catering while kitchen is renovated at Jail.	\$138,136.80

Mr. Wesley moved, seconded by Mr. McRae, to approve the Capital Outlay invoice as presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: P. Chapman, B. Malone, C. Hankins, D. Moore, R. Wesley, T. McRae NAYS: None.

Mr. Wesley inquired on the Recorder improvements and whether or not the Recorders budget was charged for materials.

Mr. Chapman inquired on furniture for the Recorders Office.

Mr. Hankins moved, seconded by Mr. McRae, to approve the Capital Project Administration Building, Courthouse and Annex invoice as presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: P. Chapman, B. Malone, C. Hankins, D. Moore, R. Wesley, T. McRae NAYS: None.

Mr. Wesley moved, seconded by Mr. McRae, to approve the Capital Project Jail invoice as presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: P. Chapman, B. Malone, C. Hankins, D. Moore, R. Wesley, T. McRae NAYS: None.

### **PURCHASE REQUEST:**

The following purchase request was presented:

1. Request to award contract for lawn care services for various Madison County Buildings and Properties. **The cost is \$28,745.00.**

Mr. Chapman moved, seconded by Mr. Hankins, to approve the purchase request as presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: P. Chapman, B. Malone, C. Hankins, D. Moore, R. Wesley, T. McRae NAYS:

### **NEW BUSINESS:**

In the FY2019 budget, \$187,625.00 has been earmarked for HVAC improvements for the Detention Center. D. Hulme discovered the Detention Home has a property tax fund that can be used for the operation of the Detention Facility. Mr. Hulme and Chief Judge Hylla have been trying to combine the jail repairs and the Detention Center improvements in one lump sum. The jail repair was estimated to be \$934,125.00.

D. Hulme gave a brief overview of the Detention Home budget. He said there is \$2.7 million.

The members inquired on what the money is used for, why the Capital Project funds are being used and who controls the fund. The members would like to invite Chief Judge Hylla to the committee meeting to answer questions.

D. Moore expressed that there are a lot of projects going on and it would be nice get some completed before adding more.

R. Schmidt noted there is a request to make the fish bowl larger.

Next meeting – May 14, 2019 at 4pm.

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

/mds