**FACILITIES MANAGEMENT COMMITTEE**

Tuesday, June 11, 2019

**PRESENT:** C. Jones, M. Parkinson, M. Madison, C. Hankins, P. Chapman, R. Wesley, T. McRae

**ABSENT:** D. Moore, B. Malone

**OTHERS:** R. Schmidt, E. Hiller, B. Cooper, T. Fuhrmann, A. Schoeberle

The May minutes were approved by all members present.

A moment of silence was taken for Kent Patterson, Facilities Management Department, who passed away.

**PROJECT STATUS:**

**Jail Remodel Project:**

Work has started on the G-block, which is the newest of the cells. Mr. Schmidt said everything is going as planned. The inmates who are housed in the cells currently under construction are being held in Alton.

There was discussion what “observation” means on the bills; “observation” refers to the architects inspections. Mr. Madison explained that when the contract was approved, there was a bid option that they could have an engineer come out to confirm that DOC standards are being followed.

There was discussion on the completion status vs paid status for the jail remodel. Mr. Schmidt explained that the work completed is further along than the amount paid. The project is scheduled to be completed in December 2020.

Mr. Schmidt said there was discussion between Captain Eales from the Sheriff’s Office and himself on certain things that were either missed in the original plans or things that are now wanted. Mr. Schmidt said they have been very flexible and have come to an agreement to make everybody happy and still save money.

**Courthouse:**

While moving Chief Judge Mudge into his new office, new paint and carpet were installed. Mr. Schmidt said there were seal issues with the prisoner elevator which have been resolved. Mr. Schmidt said in the near future they plan on coming up with a solution for all of the elevator issues since they are so frequent in the Court House.

**Administration Building:**

The asphalt parking lot by the jail was replaced.

**Wood River Facility:**

A lease renewal by Mandatory Arbitration was received; they pay $27,200/year and the lease will be from July 1, 2019-July 30, 2020 with requested repairs. The repairs include replacing old carpet to ensure safety which Mr. Schmidt said there is enough in stock to take care of. Mr. Schmidt said they did an asbestos review of the area that will be receiving new carpet and everything came back clean.

There was brief discussion on the rent rate. It was noted that the rate has not increased in some time but the current rate is higher than what other similar spaces offer.

Mr. McRae moved, seconded by Mr. Parkinson to approve the Mandatory Arbitration lease agreement. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: C. Jones, M. Parkinson, M. Madison, C. Hankins, P. Chapman, R. Wesley, T. McRae NAYS: None.

Mr. Schmidt said an original air handler that needs replaced has duct work that is wrapped with asbestos. Eve is working with vendors to get pricing on removing the asbestos to repair the HVAC system.

There was discussion among members on whether it is required to remove the asbestos and what may be the most cost effective. Mr. Schmidt plans on speaking with an expert to find out the best way to move forward.

Mr. Chapman voiced the need to utilize the unused space in the Administration Building and reiterates the dilemma of putting money into the Wood River Facility for repairs. Agreeing with Mr. Chapman, Mr. Schmidt also brought up the idea of going paperless to free up space. There was brief discussion on getting that process started. Mr. Chapman believes repairing the Hillsboro building would be more sensible.

At last month’s meeting, Mr. Fuhrmann was approved to use the lab area for LC (GED classes) but due to asbestos issues in the lab, they will now be in a different area of the building. Mr. McRae noted that Employment and Training used to pay a commercial rent rate and since moving into the Wood River Facility, they no longer pay that.

**Comprehensive Plan:**

No update.

**ADA Update:**

Mr. Schmidt and Ms. Cantarino are working on a striping plan for the parking lot as part of the concrete replacement project.

**Electrical Cost and Gas Cost:**

Mr. Schmidt said the process is still ongoing.

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

Mr. Schmidt said the project is complete and now plans on adjusting the lighting in areas that have been deemed too bright.

There will be a $67,900 annual savings with the bulb replacements.

**Work Order Update:**

Approximately 111 work orders have been completed since May 13th and have approximately 203 work orders in the backlog.

**REQUEST FOR USE OF COUNTY PROPERTY:**

Madison County Museum requests permission to place 3 easels in the Administration Building lobby promoting Madison County history and raise visibility of the Madison County Museum. Easels will remain in the lobby for 3 weeks starting June 24th through July 12th.

Mr. McRae moved, seconded by Mr. Hankins to approve the request as presented. **MOTION CARRIED**

**INVOICES:**

Mr. Parkinson moved, seconded by Mr. McRae 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: C. Jones, M. Parkinson, M. Madison, C. Hankins, P. Chapman, R. Wesley, T. McRae NAYS: None.

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| Capital Outlay | Various Tools, ladders and equipment | $654.68 |
| Capital Project Administration Building, Courthouse, Annex Remodel | Parking lot repairs | $70,032.50 |
| Capital Project Animal Control | Flooring and cove base | $1,392.04 |
| Capital Project Criminal Justice Center | Lactation room | $1,044.59 |
| Capital Project Emergency Building Repair | Metal staircase install Annex | $20,314.00 |
| Capital Project Jail | Jail renovation pay app #012 | $375,217.73 |

Mr. McRae moved, seconded by Mr. Madison to approve the invoices as presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: C. Jones, M. Parkinson, M. Madison, C. Hankins, P. Chapman, R. Wesley, T. McRae NAYS: None.

**OLD BUSINESS:**

P. Chapman inquired on the progress of the Detention Center repairs.

Next meeting – July 9, 2019 at 4pm

Mr. Parkinson moved, seconded by Mr. McRae to adjourn the meeting. **MOTION CARRIED**

/mds