

Facilities Committee  
Meeting Minutes  
May 3, 2012

The meeting was called to order at 4:30 PM

Members Present: John Roth, Ann Gill, Eric Rasmusson, Dave Boggs, Ken Iverson

Also Present: Ron Severson, Shawn Hamilton, Sandy Pommier, Terry Marketti, Susan Bates, Joe Przenieslo, Kay Lynn Shoemaker

A motion to approve the minutes from the April 5, 2012 meeting was made by Boggs, seconded by Gill. Motion carried.

No Public Comment.

Claims Approved:

Administration Building-Motion by Gill/Boggs. Motion carried

Courthouse-Motion by Gill/Rasmusson. Motion carried.

Administration Building HVAC System:

Board Chairman Severson told the committee that the 20 year old system has been having problems including controls and the old pneumatic system. Joe Przenieslo, Maintenance Supervisor told the committee that he had received a quote of \$5,000.00 (not to exceed) from Johansen and Anderson to do a study of the system to evaluate the cost of repairs and/or replacing the system. The committee discussed the need for an RFP/RFQ for the study. A motion was made by Rasmusson, seconded by Iverson to recommend to the Finance Committee the hiring of Johansen and Anderson for the study, not to exceed \$5,000.00. Motion carried.

Facility Use Requests:

Health Department Administrator Kay Lynn Shoemaker requested permission to place a sign (15x8) in the north parking lot of the Administration Building for the Health Department Employee of the Month. Roth approved the request.

Shoemaker also requested a new picnic table be placed outside of the north entrance of the Administration Building for the use of employees. Boggs asked if the cost of the table would come out of the Health Department budget; Shoemaker replied that it would. Gill suggested contacting the Coal City Industrial Arts teacher to see if the students could build one for a lesser price.

Shoemaker told the committee that Heartland had contacted her about utilizing the Administration Building parking lot for a blood drive. Roth was in favor of the request and asked Kay Lynn to keep the committee posted as to the date of the event.

Boggs asked Shoemaker about the accounting system used to develop the Health Department budget. Shoemaker replied that it would be updated by June.

Sheriff Marketti updated the committee on the 911 Facility. The committee discussed plans to tour the facility.

Board Room Window Treatments:

Hamilton stated that the glare from the sun entering through the west windows of the board room creates an unprofessional atmosphere; difficult to see for whoever is facing the windows. The committee authorized Hamilton to research options to solve the problem.

Parking Lot-Save-A-Lot Property:

Hamilton told the committee that he will be attending a meeting with PBC Chairman Wright and Guy Christensen, Chamlin & Associates to discuss the plans. The committee discussed potential uses for the parking lot, future property purchases and the need for short term maintenance due to potholes. Hamilton is to contact the Highway Department to fill the potholes.

A motion to adjourn was made by Gill, seconded by Rasmusson. Motion carried.

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