Facilities Committee

Meeting Minutes

January 3, 2008

The meeting was called to order at 9:30 A.M.

Members Present: John Almer, Ken Iverson, Jackie McKinney and Dick Steele

Also Present: Frank Halpin, Dan Duffy, Sandy Lucas, Terry Marketti and Joe Przenslio

A motion was made by John Almer and seconded by Dick Steele to approve the minutes from the last meeting. The motion carried.

A motion was made by John Almer and seconded by Dick Steele to approve the claims for the Administration Building. The motion carried.

A motion was made by John Almer and seconded by Dick Steele to approve the claims for the Courthouse. The motion carried.

A discussion was held in regards to painting and carpet replacement at the Administration building. Dan Duffy stated that $7500.00 was budgeted for painting. A motion was made by Jackie McKinney and seconded by John Almer to accept the bid of $6200.00 from Bunting Painting. The motion carried.

Duffy will present the bid amounts for the carpet project at the next meeting on February 5, 2008.

A discussion was held in regards to the installation of a monitoring system at the Archives Building. The County has been working on establishing a preventative maintenance program and the current Highway Department fire stresses even further the importance of this matter. Also discussed was the Administration Building's temperature control system that was to be installed a year ago. This system is to notify the Maintenance Department via pager when a problem arises. The committee was told that this system was not installed properly. A discussion was held and John Almer suggested that the alarm/notification should go to the dispatch center vs. the Maintenance people.

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Frank Halpin stated that the County needs to figure out what is currently in place and then make a decision as what must be done to protect all facilities. John Waters is to present a list at the next meeting.

Dan Duffy also brought up the fact that the Courthouse may need to be checked for wiring issues due to the age of the building. Terry Marketti is to contact Ayers Electric.

Also discussed was the installation of a camera system at the Administration Building. Terry Marketti suggested a key card system, this would alleviate the problem of key distribution/key collection. Marketti is looking into grant funding for the project to be done at the Courthouse.

A motion was made by John Almer and seconded by Dick Steele to approve the use of the County facility for the Disabled Veterans monthly evening meetings. The motion carried.

The committee discussed the County's donation to the Historical Society and that the storage room that they use at the Courthouse needs to be cleaned out due to the space issue.

A motion was made by Dick Steele and seconded by Jackie McKinney to adjourn. The motion carried.

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