

CHAMPAIGN COUNTY BOARD COMMITTEE MINUTES

County Facilities Committee

July 6, 2004

Meeting Room 1, Brookens Administrative Center

MEMBERS PRESENT: Brumback, Smith, Knott, Crozier, Jay

MEMBERS ABSENT: Beckett, Cowart, Greenwalt, Sapp

OTHERS PRESENT: Denny Inman (County Administrator),
Alan Reinhart (Supervisor of Maintenance)
Roger Holland (Court Administrator)

CALL TO ORDER

Vice-Chair Brumback called the meeting to order at 7:01 p.m. A roll call confirmed a quorum present.

APPROVAL OF AGENDA/ADDENDUM

MOTION by Knott to approve the agenda; seconded by Jay. **Motion carried.**

APPROVAL OF MINUTES – June 8, 2004

MOTION by Crozier to approve the minutes of June 8, 2004 as presented; seconded by Knott. **Motion carried.**

PUBLIC PARTICIPATION

There was no public participation

COURTHOUSE

Courthouse User Group List

Mr. Inman stated the Exterior Masonry Work is already behind schedule, and the kick-off meeting has been moved to next week.

Public Defender & Jury Assembly Seating Project Update

Mr. Reinhart stated they are currently working on the Courthouse plaza signs, as soon as they are done they will begin the public defender project. They have 75-80% of the material priced and ready to be purchased.

Museum Update

Item deferred to the August County Facilities Meeting

Maintenance Inventory/Proposed Improvements

Correspondence from Judge Difanis dated June 18, 2004

Mr. Reinhart referred to a letter from Judge Difanis suggesting wood paneling be put on the wall that separates the gallery section from the counsel area in Courtroom L because of the damage and marking on the wall. He stated they have tried to clean the area but it has not worked, and if they are going to go with the paneling on the wall he feels it should also be put on the inside wall of the jury box. He explained this is the most expensive option they have but will be the most durable.

Mr. Inman explained there is money in the budget and they also have the physical plant budget for ongoing maintenance at the Courthouse. This item is for information only.

Isaksen Glerum Pay Request #3

MOTION by Crozier to recommend County Board approval of Pay Request #3 from Isaksen Glerum in the amount of \$3,500.00 for Professional Services provided through May 28, 2004 per agreement dated June, 1999. Pay Request is for Design Services provided for the expansion of the public defender office; seconded by Smith. **Motion carried** with Jay voting no.

Land of Lincoln Assistance Program – Request for Office Space

Roger Holland, Court Administrator stated the Land of Lincoln had approached Judge Townsend about a grant they received for a Courthouse navigation project which would help people through their daily operation of the Courthouse. This person will not provide legal advice but will provide people with direction for where they need to go or how they need to proceed. He explained there are various places throughout the building where this person could go but there are restraints with space and some other issues they have encountered. He stated they brought the issue to the Committee because they feel like they are out of options on how to go forward and get them the space they need. Judge Difanis would like to accommodate them but he doesn't feel it is a priority.

Mr. Inman stated the discussion about the children's waiting room will take place at tomorrow night's Justice meeting. He suggested using one of the attorney conference rooms, although he feels whatever space we pick for them will work because there is good wiring in the Courthouse and it would be easy to move them if needed, he did suggest that if this will be long term we will need a stable location so people who come into the Courthouse will know where to go.

MOTION by Jay to defer this item to a later date; seconded by Knott. **Motion carried.**

Request for Reserved Parking Space

Mr. Inman stated there is room set aside for this space but he recommends an August 1 effective date because they have to make signs and paint the pavement.

MOTION by Crozier to approve the request for a reserved parking space for the Court Administrator with an effective date of August 1; seconded by Knott. **Motion carried.**

CHAMPAIGN COUNTY NURSING HOME CONSTRUCTION PROJECT

Bid Group 2

Cost Reduction Report

Mr. Inman stated the County Board approved the Cost Reduction Report that the project team brought to them last month. They have reached a \$450,000 reduction in the project as a result of meetings with contractors. He stated that the cost reduction project has to be completed by July 22 to present to the board, if it is not we will start losing commitments from contractors.

PKD Incorporated Pay Request #17

MOTION by Smith to recommend County Board approval of Pay Request #17 from PKD, Incorporated in the amount of \$42,263 for Professional Services provided through June 20, 2004 per agreement dated February, 2003. (\$15,853 – Staff; \$6,751 – Construction Fee; \$936 – Reimbursables; \$18,723 – General Conditions) seconded by Crozier. **Motion carried.**

Urbana Park District & County Intergovernmental Agreement

Mr. Inman explained he had worked with Mr. Fletcher on this agreement. He met with Tim Barlett from the Park District and their attorney is now reviewing it. He will bring it back to the committee in August.

Agreement Water Main

Mr. Fletcher stated he has reviewed and suggested changes to this agreement; although we don't have much leverage because there is only one water company. He asked if the committee approves this agreement tonight that it is subject to correction of the legal description on the main extension agreement and subject to approval by our contractor who is doing the work.

MOTION by Crozier to recommend County Board approval of the water main extension agreement between the County of Champaign and Illinois-American Water Company subject to correction of the legal description on the main extension agreement and subject to approval by the contractor doing the work; seconded by Knott. **Motion carried.**

Construction Project Update

Phone/Data Bid Update

Bid Process Memo

County Administrator Review Memo

Bid Mailing List

Legal Notices Ad

News Gazette Bill

Bid Tabulation Sheet

Mr. Inman stated the County Board rejected the recommendation regarding the phone/date wiring project at the last board meeting, and Ms. Greenwalt voiced concern because a contractor did not receive the bid package. He has thoroughly looked into the situation, meeting with representatives from different local post offices who informed him they are aware of problems with delivery to the address in question and stated there are a number of things that could have happened to this piece of mail. He explained that he is bringing this back to the committee with the idea that this is the lowest responsible bidder, if the board decides they don't agree they have to have a reason why they won't accept this bid and if they want to select a new firm they have to have a reason for that also.

MOTION by Jay to approve the lowest responsible bid and recommend County Board approval of the award of contract for the phone/data wiring to Champaign Telephone Company in the amount of \$86,378.00; seconded by Knott. **Motion carried.**

Mr. Inman stated he has discussed this with Ms. Greenwalt and she suggested we go forward; he didn't want this action to be taken without her knowledge.

General Conditions Work

Mr. Inman stated PKD has come to an agreement with 3 of the 4 minority firms who will be doing general conditions work. He explained that one of the firms will be put in a cash flow bind and because the County cannot forward money to a contractor without performing the services, PKD will make a payment to them and catch up on their general conditions payment the following month.

Mr. Jay stated he appreciates the effort that has taken place and this is just another example of how PKD goes above and beyond.

CHAMPAIGN COUNTY SATELLITE JAIL

Compressor Failure

Mr. Reinhart stated there are 5 new compressors on the roof now and they are going through the final decision phase of tear down and recommendations for the old ones. By the end of the week they should have everything needed to be running at 100%; this issue is still under discussion.

BROOKENS ADMINSTRATIVE CENTER

County/UPD Remodel Project (Pod 400); Isaksen Glerum Pay Request #20

MOTION by Knott to recommend County Board approval of Pay Request #20 from Isaksen Glerum in the amount of \$65.00 for Project Observation Services; no seconder. **Motion failed.**

OTHER BUSINESS

Proposed Champaign County Animal Services Center

Mr. Inman stated the Humane Society has decided they will not renew a contract with the County so we are now working on an intergovernmental agreement with the cities to bring back in August. The committee will have to decide how we want to proceed with this project.

He stated Stephanie Joos, the County's animal control warden has been in contact with other counties about their facilities and any options for us, he has not had an opportunity to talk with a representative from Rantoul but they are also working on a cost proposal for use of that facility.

Mr. Brumback reminded the committee that the law requires the County to provide something so the committee may not have a choice but to agree on something.

Proposed Lease Agreement with Illinois Law Enforcement Alarm System

Mr. Inman explained this is a lease between the County and the Illinois Law Enforcement Alarm System, Jim Page who is retired from the Urbana Police department is the new director of this program. This lease is about monitoring government funds for emergency equipment in case of a catastrophic event, and Mr. Page has helped in getting funds for this equipment. He recommends going forth with this project which will provide 300 square feet at the Metcad building for 2 years which is also the length of Mr. Page's contract.

MOTION by Jay to approve the Lease Agreement between the County of Champaign and the Illinois Law Enforcement Alarm System; seconded by Smith. **Motion carried.**

Proposed Highway/Fleet Maintenance Facility Project

Item deferred to the August County Facilities Meeting

Clock & Bell Tower Project

Item deferred to the August County Facilities Meeting

Mr. Knott referred back to item VF, Land of Lincoln Assistance Program asking if the group could be located here at Brookens.

Mr. Holland stated the purpose of this project is to help people navigate through the Court system and to help those who do not have the funds to hire an attorney. He is not sure of the shelf life of the money involved with this grant, they have been in communication for months regarding these facility needs and he will let the committee know what he finds out as a result of meeting with them. At this time he does not feel that Brookens is an option because the person would need to be located at the Courthouse.

Mr. Brumback stated because this seems to be a time sensitive issue they should defer this to the August agenda.

DETERMINATION OF COMMITTEE ACTIONS TO BE PLACES ON COUNTY BOARD CONSENT AGENDA

Committee consensus to include items VE, VG, VI B, VI E, and IX B On the County Board consent agenda.

NEW BUSINESS

Next Meeting: Tuesday, August 3rd at 7:00 p.m.

Semi Annual Review of Closed Session Minutes

MOTION by Jay to concur with the recommendation of Assistant State's Attorney Joel Fletcher and keep the closed session minutes of April 26, 1990; November 21, 1991; November 12, 1992; June 30, 1993; July 7, 1993; November 6, 2001 #1; November 6, 2001 #2; December 10, 2002; January 6, 2004; and May 4, 2004 closed; seconded by Smith.

Motion carried.

ADJOURNMENT

Vice-Chair Brumback declared the meeting adjourned at 7:43 p.m.

Respectfully Submitted,

Tiffany Talbott
Recording Secretary