

CHAMPAIGN COUNTY BOARD  
**COMMITTEE MINUTES**

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**COUNTY FACILITIES COMMITTEE**

Tuesday, October 7, 2008

Lyle Shields Meeting Room, Brookens Administrative Center  
1776 E. Washington St., Urbana

**MEMBERS PRESENT:** Steve Beckett (Chair), Ron Bensyl, Tom Betz, Lorraine Cowart, Stan James, John Jay, Larry Sapp, C. Pius Weibel

**MEMBERS ABSENT:** Michael Richards

**OTHERS PRESENT:** Kat Bork (Administrative Secretary), Deb Busey (County Administrator of Finance & HR Management), Denny Inman (County Administrator of Facilities & Procurement)

**CALL TO ORDER**

Beckett called the meeting to order at 7:02 p.m. Bork called the roll, confirming the presence of Beckett, Bensyl, Betz, Cowart, James, Jay, and Sapp. Beckett declared the presence of a quorum and proceeded with the meeting.

**APPROVAL OF AGENDA/ADDENDUM**

**MOTION** by Betz to approve the agenda; seconded by James. **Motion carried.**

**APPROVAL OF MINUTES**

**MOTION** by Betz to approve the County Facilities Committee minutes of August 5, 2008 and September 2, 2008; seconded by James. **Motion carried.**

Weibel entered the meeting at 7:03 p.m.

**PUBLIC PARTICIPATION**

There was no public participation.

**COURTHOUSE MASONRY/BELL TOWER PROJECT**

Project Spreadsheet

**MOTION** by James to receive and place on file the project spreadsheet for the Courthouse Masonry/Bell Tower Project; seconded by Betz.

Beckett said the precast walls and decks appeared to be poured. It was his understanding that the bell tower's superstructure would be put up in the middle of October. Inman confirmed the project was still on schedule for the spire to go up on October 16, 2008. Betz noted the project is moving

along quickly. Beckett indicated the good weather has been beneficial. Jay asked if the owner items represented one big item or many little ones. Beckett was under the impression it represented many little items. The owner items include the interior remodeling projects that have been done in the State's Attorney's Office, Court Services Department, and the temporary jury assembly area. This work was done with subcontractors.

**Motion carried.**

### **PHYSICAL PLANT**

**MOTION** by Betz to receive and place on file the Physical Plant August 2008 monthly report; seconded by Cowart.

James noticed at the last meeting that the Physical Plant was exceeding its budget for gas service by almost 19.5%. He inquired about the Courthouse, where the rate is staying consistent during the summer months as well as the winter months. The rate drops in the other County buildings during the year. Inman had discussed the Courthouse's four boiler system with Alan Reinhart. The current design and operation has the boilers running all year round, thus in theory the natural gas costs will be stable across the calendar year, excluding a cost increase. This is atypical of how the other buildings operate and Inman will be reviewing it. James asked if the FY2009 budget allowed for the fact that this expense has already exceeded its budget by \$65,000. Busey reported that the FY2009 budget has an additional \$450,000 budgeted for the electric and gas service line items. The Physical Plant's monthly report may not reflect that the current budget has been amended to accommodate the expenditure increase. Inman said they are trying to work within the contract for natural gas with the University of Illinois at Chicago, who monitors bulk rate purchase for the State of Illinois. He has asked the consortium if it would include natural gas and was informed there has not been enough support for it. They are trying to address the issue, but it will likely be December or January before this gets done.

**Motion carried.**

### **ILEAS TRAINING CENTER** **IGW Architecture Invoice #5**

**MOTION** by James to recommend County Board approval of IGW Architecture Invoice #5 in the amount of \$450.00 for professional services rendered thru August 29, 2008 for the ILEAS AS chiller replacement; seconded by Jay.

Sapp asked if the invoice is for a change order that occurred in the ILEAS Training Center. Inman explained the chiller replacement was an emergency issue so the County had to use IGW Architecture's professional services to purchase the chiller, install it, and get it up and running. Sapp stated it is normal that this committee would receive professional service change orders as they occur throughout the project versus at the end. Inman concurred.

Weibel asked if this was done as part of the overall remodeling project. Inman stated this was an emergency that occurred after the project was completed. Inman said the nature of the work was such that County could not purchase or install the replacement chiller without the professional support.

**Motion carried.**

### **IGW Architecture Invoice #8**

**MOTION** by James to recommend County Board approval of IGW Architecture Invoice #8 in the amount of \$3,895.49 for professional services rendered thru August 29, 2008 for the ILEAS Training Center OB; seconded by Bensyl.

Cowart inquired about the bill. Beckett explained the contract balance with the consulting fees was on Page 17 of the agenda packet. Inman confirmed the invoice was consistent with the contract. Beckett asked why the billing period was for August. Inman stated that IGW typically bills on monthly basis and could not answer why the August bill was coming to the committee in October. Busey pointed out the billing is dated September 15<sup>th</sup>, so the October meeting is the earliest it could have come before the committee. Beckett noted that contract amount was \$38,000.

**Motion carried.**

### **IGW Architecture Invoice #11**

**MOTION** by Betz to recommend County Board approval of IGW Architecture Invoice #11 in the amount of \$6,055.67 for professional services rendered thru August 29, 2008 for the ILEAS Training Center; seconded by James. **Motion carried.**

### **CHAMPAIGN COUNTY NURSING HOME** **Raterman Group Report**

**MOTION** by Betz to receive and place on file the Raterman Group Report; seconded by James.

Weibel asked Inman if the third recommendation from the Raterman Group had been undertaken. Inman confirmed the issue has been addressed in a combined effort between the County and the Raterman Group. James indicated it would be helpful if Inman noted in the report whether the County had complied with any of the recommendations. Regarding the leaking water mentioned on the third page of the report, James wondered if anyone had ascertained whether there was other damage because most new construction work has a warranty. He could not stress enough the usefulness of having someone walk the building to check on the conditions each month. Inman said they do informally walk the building, but the issues listed in Items 3, 4, and 5 are operational issues within the Nursing Home. Re-caulking work has been done to ensure the system works correctly. There are issues that involve improper operation by Nursing Home staff, such as not turning on the hoods of the washing equipment. Inman assured the committee that it is continually monitored, but the personnel need to observe and correctly operate the equipment that is in place. No water infiltration is being seen on the perimeter of the building, so it is not strictly a construction problem. The water is

coming from internal operations. James asked if the roof leak was a contractor problem. Inman said the problem was fixed internally and he could not give the cause. Beckett stated the mold mentioned in the report appears to be related to moisture accumulation in the kitchen and questioned if this is a different type of mold than what was dealt with in the construction project. Inman confirmed it was a different type of mold. He commented there are many different ways that mold can get into the building, from being tracking in on someone's shoes to food being dropped on the floor. It will be a constant learning experience to ensure the necessary attention to detail and to understand the environment.

**Motion carried.**

### **COUNTY ADMINISTRATOR**

Inman had nothing to add and there were no other questions from the committee.

### **OTHER BUSINESS**

#### **Semi-Annual Review of Closed Session Minutes**

A memo was provided from Susan McGrath recommending that all the closed session minutes remain closed.

**MOTION** by Sapp for all closed session minutes to remain closed; seconded by Cowart.

James felt some of the closed session minutes, such as those related to the hiring and performance of employees, should be made public after time has passed.

**Motion carried with one vote against by James.**

### **DESIGNATION OF ITEMS TO BE PLACED ON COUNTY BOARD CONSENT AGENDA**

Beckett designated agenda items 7A-C for the consent agenda.

### **ADJOURNMENT**

Meeting adjourned at 7:22 p.m.

Respectfully submitted,

Kat Bork  
Administrative Secretary

*Secy's note: The minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.*