

**CHAMPAIGN COUNTY BOARD
COMMITTEE MINUTES**

COUNTY FACILITIES COMMITTEE

Tuesday, September 8, 2009

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

MEMBERS PRESENT: Beckett, Bensyl, Cowart, James, Jay, Richards, Sapp, Smucker, Weibel

MEMBERS ABSENT: None

OTHERS PRESENT: Deb Busey, Alan Reinhart, Mark Shelden, Andrew Buffenbarger

Chair Beckett called the meeting to order at 7:00 p.m. A roll call confirmed a quorum was present.

APPROVAL OF AGENDA

MOTION by Smucker to approve the agenda; seconded by James. Motion carried. There was no addendum for this meeting.

APPROVAL OF MINUTES

MOTION by Bensyl to approve the minutes of August 11, 2009 as presented; seconded by Weibel. Motion carried.

PUBLIC PARTICIPATION

No public comments made.

BROOKENS SPACE UTILIZATION SUB-COMMITTEE REPORT

Recommendation for Relocation of County Clerk Election Equipment and Coroner's Office

MOTION by Richards to move the County Clerk election equipment to the Brookens Pod 400 space formerly occupied by State's Attorney Support Enforcement Program and that the Putman Meeting Room be designated for exclusive use of the County Clerk's office in the 6-8 week period prior to any election; and immediately upon the relocation of the County Clerk's election equipment, the Coroner's Office move from Brookens to the Gill Building, with both moves to be completed by November 30, 2009; seconded by Smucker. Richards stated that the Sub-Committee and the involved departments were both happy with the recommendation. Sapp asked for clarification about the move for the County Clerk and were they no longer moving to the old Highway garage. Busey stated the interior of the old Highway garage is not yet adequate to address the Clerk's needs with regard to interior upgrades and there is no budget at this time to address those needs. Sapp asked about the remodeling costs to move the Coroner into the Gill building. Busey and Reinhart determined the interior upgrades at the Gill building will be minimal and includes painting and some wall work to enclose an area for inquest needs. Sapp stated his

difficulty in supporting this recommendation, mainly because the previous recommendation was to move the Clerk's office into the former Highway facility. Richards stated the Mental Health Board program "Parenting with Love and Limits" will be able to move into the vacated Coroner's space. James asked the maker of the motion if he would accept an amendment to the motion to include that the cost of the moves shall not exceed \$10,000. Richards accepted the amendment.

Shelden stated he is not happy with the current situation proposed for his election supplies, but that he was already operating in a situation that was not good either, but will work with what has been given him. He said he knows that Busey has shown a commitment to working towards a better long term solution. Busey stated the costs for this project can be absorbed by the Physical Plant and Administrative Services budgets. She feels that utilities this year may be under spent. Jay said he was troubled by a couple of things. He thought the committee was already working towards a long range plan and that the County Clerk's office would take priority with the vacated highway space. He was not opposed to the Sheriff using the space, but that was not what was originally accepted. He is adamantly opposed to extending the life of the Gill building lease and wondered if there is other space in the area of the County buildings other than the Gill building. Busey stated she hadn't received a directive from the committee, but would work on that if directed. She informed the committee that information regarding metal buildings had been given to committee in the past.

James said the sub-committee had much discussion about different alternatives and that the sub-committee wants to develop a plan but ideas jump around because of all the different ideas. He also said the committee discussed the need to maintain whatever buildings the County may build or obtain. The board needs a plan with regard to building facilities and they need to keep looking for a solution. James said it would be nice to develop a capital plan for facilities. Smucker said the next item on the agenda was about the scope of the sub-committee and they thought that looking at a long range plan was outside their scope. The sub-committee felt the County needs to get somewhere and move forward with how to deal with a County-wide plan.

Bensyl asked about the possibility of the county owned property where the Army Reserve Unit is. Busey said she has sent numerous requests to meet officials about that property as their lease is up March, 2010, but has been unsuccessful in her attempts. Her feeling is that since they hadn't contacted the County yet that they would probably still be staying there. She also said that she has been keeping Peter Tracy, Mental Health Board Director, up to date with regard to the progress of the moves and they are aware the plan for Parenting with Love and Limits has been delayed. A roll call vote carried with two no votes by Jay and Sapp.

Request for Clarification of Scope of Responsibility Assigned to Brookens Space Utilization Sub-Committee

Beckett stated he had viewed the role of the subcommittee as an expanded role because of the components of the County's facilities. He feels the subcommittee did good work and would like for it to continue with long range planning needs. As a larger committee, County Facilities talks about all kinds of things and the subcommittee brings the good ideas for recommendation. Weibel stated the subcommittee could have an expanded role. James said he has nothing against the subcommittee, but felt there was a wealth of knowledge of the larger Facilities committee. He thought the subcommittee could do the legwork, but that the Facilities committee should be included in the discussion of what is to be determined. He prefers discussion by the entire committee. Richards stated his idea was that the subcommittee was to talk with the department heads, but the Facilities Committee thought the plan was a bit vague. Smucker wanted to look at

things like long term facility maintenance. Beckett and Busey are looking into forming a plan for that and plan to put it on a future agenda. Sapp said he has a hard time wrapping his brain around all the different plans. He felt the committee should focus on one plan and find out what each department needs. He said it was difficult to determine what was originally proposed for the County Clerk's office and that many changes occurred since the original plan was determined. Shelden said he had a problem with asking each department because they may feel different needs. He described the areas in the basement at Brookens and that is where his microfiche is stored, but another department might be able to store their microfiche in a different area closer to where they are. He said one department might see what another has and feel they also need that. Discussion continued. Sapp stated that wanted to hear from department what their needs are, not what they want based on what other departments may have. James voiced his complaint that studies always happen, but nothing seems to move forward. He really wants to move forward rather than putting all the ideas on the table.

Courthouse Masonry/Bell Tower Project

MOTION by Cowart to receive and place on file the Courthouse Masonry/Bell Tower Project report update; seconded by Bensyl. Motion carried.

PHYSICAL PLANT

Monthly Reports

MOTION by James to receive and place on file the monthly reports of the Physical Plant; seconded by Sapp. Motion carried.

Update Regarding Downtown Correctional Center Chiller

Reinhart states another major failure on the downtown chiller was repaired last month. Beckett asked about the cost for a possible replacement. Reinhart states the chiller that was replaced last year at the ILEAS building was nearly \$130,000, but that is somewhat different. The jail is a different operation and is open 24/7. Reinhart said a plan needs to be determined by next summer because the chiller and backup chiller cannot handle the load. Smucker asked if this was something that was included in requests under the stimulus package. James states he does not like using the older chiller and back up chiller because of their age. Bensyl asked about cost estimates. Busey stated there were no estimates received yet, but the Finance Committee has on their agenda consideration of a budget amendment requesting \$21,000 in repairs just this summer to the downtown jail's chiller. Busey also stated she would like the Board to determine if the County expects to use this building another 20 years and analyze options with long range plans for the building.

CHAIR'S REPORT

Downtown Urbana NewsRack Project – Decision re: Color and Location

Chair Beckett reiterated to the committee the project will not cost the County any money and that the City has abandoned its "artistic" approach to the newsstand. He directed the committee's attention to the photos included with the agenda and stated the current agreement with the City will reflect the new ideas for the newsstand. He then allowed the committee to discuss color.

MOTION by Sapp to approve the change of the approach to the newsstand; seconded by James. Bensyl wanted assurance there was no cost to the County. Motion carried.

MOTION by Sapp to approve the color “buttercup” as the color for the proposed newsstand; seconded by Richards. Smucker said he didn’t care for that color, saying the lightness of the color would show smudges and detracted from the color of the courthouse. He suggested “post office blue” as the proposed color. Sapp accepted his request as an amendment to the motion. Weibel suggested the color “vermillion”. Becket said he thought that color, which is close to red, and the “buttercup” would stand out too much against the courthouse. He requested the color “evergreen” or “black” as options. He said those two colors might be best because black is the color of the pay station, which is very near the spot proposed for setting the newsstand and the “evergreen” would blend in with the grass and neither color would compete against the courthouse. Sapp and Richards accepted the amendment to include “evergreen”. Motion carried unanimously.

Schedule for County Board Members Tour of Outlying County Buildings

Beckett asked the committee if they wished to visit all the County facilities as a group. He said the idea came from the subcommittee because of the work requested of them. Beckett said each party caucus should be asked and the item will be placed on next month’s agenda.

COUNTY ADMINISTRATOR REPORT

Update on Energy Efficiency Grant Applications

Ms. Busey said she had received an update from Denny Inman on the applications. All the work has been completed and the County is simply waiting on a response from his contact at the state to see how the grant documents are to be presented. Busey informed the committee the funds would be distributed by the State. Sapp asked how long it would take and could the chiller issue be added to that. Busey and Reinhart said they would check into that.

Request Approval for Renewal Application & Participation in CQI Electricity and Natural Gas Co-op

Ms. Busey had attended a meeting with the co-op and stated the co-op had grown and is a good indicator to the buying power and also includes other counties. She is asking approval to proceed and said the final application would have to be approved by the Board in September, as the applications are due the following day.

MOTION by Sapp to recommend to the County Board approval of the renewal application fees for the County’s participation in the Chamber Energy Co-op at \$150 per location, up to a maximum of \$1,800 or twelve locations for the electrical co-op; and \$200 per location, up to a maximum of \$2,400 or twelve locations for the gas co-op; seconded by Jay. Motion carried.

Report on Nursing Home Life Safety/Smoke Barrier Issue

Andrew Buffenbarger and Chair Beckett spoke with Riley Glerum about this issue. It is not something the previous architects had done, but now the federal government has changed the interpretation of the standards. Additional smoke barriers need to be put in the attic space of the Nursing Home to prevent the passage of smoke. Mr. Glerum developed a way to get materials into the attic space which is very difficult to do and should take a couple of months. The issue now is cost. A solution must be started by the next time the federal inspectors come in. One smoke

barrier would be constructed by the kitchen and another by the Alzheimer's Unit. Brief discussion continued about fire rated materials used. Busey stated no action needs to be taken at this meeting, but bids will be let and should be ready to be presented at the October meeting.

SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES

Deferred to October.

OTHER BUSINESS

Chair Beckett stated that Krannert Center for the Performing Arts is having a guitar festival and they had requested a reflected image of a guitar on the east wall of the courthouse. He gave approval as it would not affect anything on the courthouse and showed a copy of the notice of the festival.

Smucker requested an update on the smart energy design report and also requested a follow-up or update on the implementation of the County's energy policy. This item will be placed on the October agenda.

DESIGNATION OF CONSENT AGENDA ITEMS

Consensus of the committee there are no items for the consent agenda and that the recommendation with regard to the Energy Co-op application should go on the regular County Board agenda.

ADJOURNMENT

Chair Beckett declared the meeting adjourned at 8:04 p.m.

Respectfully submitted,

Ranae Wolken
Recording Secretary