



**Champaign County Board  
Facilities Committee  
County of Champaign, Urbana, Illinois**

**MINUTES – APPROVED AS DISTRIBUTED**

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**DATE:** Wednesday April 3, 2019  
**TIME:** 6:30 p.m.  
**PLACE:** Lyle Shields Meeting Room  
Brookens Administrative Center, 1776 E. Washington St., Urbana IL 61802

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**Committee Members**

**Present:** Mike Ingram, Jon Rector, Steve Summers, Leah Taylor, James Tinsley, Jodi Wolken, Stan Harper, Charles Young

**Absent:**

**County Staff:** Dana Brenner (Facilities Director) Ashley Peete (Recording Secretary)

**Others Present:** Darlene Kloeppel (Champaign County Executive)

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**MINUTES**

**I. Call to Order and Roll Call**

Committee Chair Stan Harper called the meeting to order at 6:30 p.m.

**II. Approval of Agenda/Addenda**

**MOVED** by Mr. Summers to approve the agenda; seconded by Mr. Tinsley. Upon Vote, the **Motion Carried Unanimously.**

**III. Approval of Minutes-March 5, 2019**

**MOVED** by Mr. Ingram to approve the minutes pending typo correction; seconded by Mr. Young. Upon vote, the **Motion Carried Unanimously.**

**IV. Public Participation**

Darlene Kloeppel, Champaign County Executive, recognized Mr. Brenner and his staff for their work and help with getting repairs done to get the Champaign County Nursing Home sold.

**V. Communications**

None

**VI. New Business**

A. Approval of Authorization for ITB#2019-002 JDC Roof Replacement Project Bid Document

**MOVED** by Mr. Rector to approve the bid documentation for JDC Roof Replacement; seconded by Mr. Summers

Mr. Brenner updated everyone on the current condition of the roof at JDC. The roof is hard to maintain as is and needs to be replaced. This project is to replace the current roof. The work on the roof is slated to be done over this summer 2019. The bid documentation was attached for review. Mr. Brenner stated, upon approval that he would begin calling local vendors for this project. Documents will be accessible

on the Champaign County website. Mr. Brenner reviewed the Bailey Edward Architects Contract. Mr. Brenner felt the contract was fair for the JDC Roof Replacement.

B. Update on ITB#2019-001 Art Bartell-Sidewalk Project-Pre-Construction Meeting Thursday March 28, 2019

Mr. Brenner stated that the Pre-Construction meeting was held on March 28, 2019, participants present were Scanlon Concrete (Contractor), Bailey Edward Architecture, MSA Engineering and the Facilities Director. Mr. Brenner updated the outcome of that meeting and when the project will begin. Mr. Brenner stated that this was a mandatory project from the City of Urbana for approval of the plot revision for the Champaign County Nursing Home.

C. Update on Courthouse Column Base Support Project-ITB #2019-003

Mr. Brenner reviewed the attached proposed schedule for this project. Mr. Brenner hopes to advertise a bid next month and a bid document will be added to meeting packet for May 2019 Facilities Committee for approval to advertise and post. This project addresses the columns on all 3 floors of the Courthouse.

D. Update on Brookens POD #100 Roof Replacement Project-ITB #2019-004

Mr. Brenner reviewed the attached proposed schedule for the Brookens Roof Replacement Project. Mr. Brenner stated that the bid document for this project was being put together with IGW. IGW completed a project in 2016 for replacement of the POD #200 roof at Brookens. Mr. Brenner hopes to have this project completed by end of August 2019.

E. Update on Mold Study and Remediation at METCAD

Mr. Brenner stated that while visiting METCAD in January, he noticed a small amount of mold on the wall near sound proofing that had been installed about 20 yrs. ago. Further, Mr. Brenner explained how the mold developed in the METCAD call center. Mr. Brenner felt this finding was significant enough to contact Occupational Environmental Health Solutions (OEHS). Mr. Brenner noted that the contract for OEHS was attached for review. OEHS took mold and air quality samples within the building. Mr. Brenner stated that the test results were sent away and unfortunately came back positive. Service Master was contracted for mold remediation. Service Master began a week after results were back and built a containment area. Within 3 working-days they had successfully cleaned and scrubbed the air of all mold within METCAD. Mold and air quality tests were conducted again as follow up to the cleaning process to ensure all METCAD mold had been removed. The follow-up test results concurred that the building was clean of mold.

F. Update on Panel Issue Downtown Jail

Mr. Brenner stated that during the past 3 ½ months that the downtown jail panel has been having issues keeping the doors of the jail and inmate individual cells secure. Because of the liability issue, Mr. Brenner felt it was better to bring in the engineer who originally installed the panel for remedy. The engineer could not specifically diagnose the issue upon arrival, however, he ultimately was able to provide a solution. A new cable was sent from the engineer to fix the panel issue. Mr. Brenner anticipates the panel to be fine for the next couple years. Sheriff and Corrections staff were pleased with the panel after the issue was fixed.

Added to the meeting schedule late was an issue at METCAD. While performing some electrical upgrades at METCAD, by a private electrical contractor, an electrician noticed a buzzing sound coming from the main 400-amp breaker. The concern is that this breaker provides total building power from Ameren Service and/or the whole building generator. Should this breaker stop functioning, METCAD

would be unable to provide any service to police, fire and ambulance. Mr. Brenner feels this breaker needs to be replaced within the next few weeks. In order to replace the 400-amp breaker, the power would have to be shut down to the entire METCAD building. The new \$2,500.00 breaker has been ordered.

**VII. Other Business**

Chair, Mr. Harper stated there had been brief discussions about the downtown jail issues. Handouts were issued and Mr. Brenner then updated everyone about the use of the downtown jail. Mr. Summers asked for a brief timeline of what activities have been done at the downtown jail. Mr. Brenner reviewed the attached timeline and noted that the timeline is available on the County website.

Mr. Summers spoke on the issue of the Sheriff shutting down jail lockers at the downtown jail. Mr. Summers feels that this will pose an issue for people who visit the courthouse and don't have a car to secure personal items. For discussion, Mr. Summers feels it's a good idea to find a solution earlier than later. Mr. Brenner stated that the Sheriff was further researching the issue and he shared his thoughts on lockers. The Sheriff is concerned with the safety and integrity of his building, specifically for the safety of his officers, staff who work there, and the inmates who are housed at the jail. The current lockers are not monitored and are totally open to the public who enter the building. After a meeting with the County Executive and Mr. Brenner, the Sheriff agreed to fund new lockers to be placed by the Courthouse Pay Station.

**VIII. Presiding Officer's Report**

A. Future Meeting-Tuesday May 7, 2019

**IX. Designation of Items to be placed on the Consent Agenda**

None

**X. Adjournment**

Meeting was adjourned at 7:18pm

*\*\*Please note the minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.*