

## **Building and Grounds**

Minutes

June 6, 2018

The Building and Grounds Committee of the Piatt County Board met on Wednesday, June 6, 2018 at 9:00 a.m. in Room 104 of the Courthouse. The meeting was called to order by Chairman Randy Shumard. Attending were: Shumard, Al Manint, Ray Spencer, Bob Murrell, Sheriff David Hunt, Jennifer Harper, Scott Stephenson, Darlene Baker, Tony Kirkman, Scott Davis, Steve Hoffman, and Keri Nusbaum.

**MOTION:** Murrell made motion, seconded by Spencer to approve the minutes of the May 2, 2018 meeting as revised. All in favor, and the motion carried.

### **Old Business**

Donations are coming in slowly. The committee is considering doing a memorial plaque rather than the gazebo.

The committee looked at the bids for tree removal at the office building. There were three bids. Sheriff Hunt recommended that an arborist look at the tree at the courthouse, and check with the insurance on their recommendations.

Spencer will follow up with Extension service regarding the Sycamore tree on the side of the courthouse lawn. He will ask an arborist to look and see if it can be saved.

**Motion:** Spencer made motion, seconded by Murrell to accept the low bid of \$700 from Richards Tree Removal. Roll was called, all in favor and the motion carried.

### **New Business**

Claims were presented for May for \$115,157.56.

**Motion:** Spencer made motion, seconded by Murrell to approve the May claims. Roll was called and all in favor. The motion passed.

### **IT**

No concerns

### **Public Safety Building**

They have been working on the air conditioning systems, there have been ongoing problems. Stephenson said the walk in freezer went down last Friday, and was fixed. Shumard noted the air conditioning problems have been an ongoing expense. Shumard suggested that perhaps Mr. Strohl could meet with the Sheriff and maintenance team to see what needs to happen.

### **Piatt County Office Building**

The committee opened sealed bids for the sealing of the parking lot. Only one bid was received. The committee discussed the bid. There are different prices for doing the work on a weekday vs. weekend. The weekend bid was \$20,570 for weekend work, and \$18,491 for the weekdays. Shumard and Stephenson said the nursing home receives deliveries during the week, which would be hampered by the work. Murrell said he thinks the work should be done on the weekday to save money.

**Motion:** Murrell made motion, seconded by Spencer to accept the bid from Dunn Company for \$18,491 for weekday work. Roll was called; Murrell – yes; Spencer – yes; Shumard – No. Motion carried.

The committee reviewed a proposal for stump removal at the office building.

**Motion:** Spencer made motion, seconded by Murrell to approve the proposal from Routh Removal for \$1100.00 Roll was called, all in favor and the motion carried.

The committee discussed the use of space at the Office Building. More office space is needed at the courthouse and Stephenson said the weight of the files being stored in the attic at the courthouse is a concern. Manint said the entities that have items in storage need to be notified that the things need to be cleared out and moved. Sheriff Hunt said the rooms at the office building which are not being utilized appropriately need to be identified, and that needs to be addressed. Office space that is being used for storage needs to be cleared out and used for office space. Harper was asked if it was possible to move the election equipment to another area. She said it does need to be under lock and key, and she would prefer it remain at the courthouse, because then her staff can work on election preparation, and be called back to the office as needed.

Spencer asked what the status of the South elevator at the office building was. Thyssenkrupp will be coming to make repairs.

#### **Courthouse**

The elevator company is doing the final tune ups, then there will be a final inspection.

#### **Mental Health Building update**

They are waiting to hear from the flooring company to schedule the flooring replacement. Kirkman is excited about the parking lot project.

#### **Transportation Building update**

Stephenson said that maintenance replaced some bad lights in the cold bay and changed them, to LED lighting.

#### **Safety- None**

#### **Public Comments** -None

The next building and grounds committee meeting will be Tuesday, July 3, 2018 at 9:00 a.m.

**MOTION** Spencer made motion, seconded by Murrell to adjourn. All in favor and meeting was adjourned at 9:44 a.m.

Respectfully submitted,

Keri Nusbaum  
Piatt County Zoning Officer

