

# Montgomery County Board

## Buildings & Grounds Meeting Minutes

**Date:** Friday, October 4<sup>th</sup>, 2013

**Time:** 1:00 p.m. – County Board Room

**Members Present:** Chairman Bob Sneed, Nikki Bishop, Gene Miles, Jim Moore, Richard Wendel, and Board Chairman Roy Hertel

**Members Absent:** Ron Deabenderfer

**Others Present:** Lloyd Meyer and Sandy Leitheiser

The committee met today to discuss the following:

1. **Update/Approval Striping of New Courthouse Parking Lot – ADA issues per Holly:** The committee reviewed some ADA documentation sent by Circuit Clerk Holly Lemons that addressed a few issues at the New Courthouse. Chairman Bob Sneed stated that the counters in the States Attorney's Office and Probation need to be lowered, a couple of door closures will need to be adjusted and the south parking lot south of the New Courthouse will need to be re-striped. The committee discussed having the parking lot striped before winter. The committee also learned that the County has a hand held striping unit and will take care of striping the New Courthouse parking lot.
2. **Update/Approval HVAC at Courts Complex:** The Pre-bid meeting with Hurst-Rosche was held on September 24th. There was a good turn out with eight contractors interested in bidding on the project. The bids were opened on Thursday, October 3<sup>rd</sup>, 2013 at 2:00 pm. **Motion by Bob Sneed and second by Gene Miles to accept and recommend the apparent low bid from Henson Robinson Company in the amount of \$191,987. All in favor, motion carried.**
3. **Update/Approval Maintenance Issues and Report:** Lloyd Meyer
  - **Generator leak:** Lloyd Meyer reported that the fuel tank on the generator is leaking. Meyer received a quote from CK Power in the amount of \$6,875 to replace the sub base fuel tank. The twenty year old generator would cost about \$40,000 to replace. The 3,000 pound generator is sitting on top of the fuel tank so a small crane is needed to lift it for the replacement. Meyer stated that he is planning to set the generator so that it does not sit on the ground and collect moisture. We are going to ask if the Highway Department can lift up the unit so we don't have to rent a small crane. **Motion by Richard Wendel and second by Nikki Bishop to approve the quote from CK Power for an amount not to exceed \$6,875 to replace the fuel tank on the generator. All in favor, motion carried.**
  - Meyer reported that there were a couple of windows that were not painted or sealed correctly when the New Courthouse was built 20 years ago. There are some gutter and soffit issues as well that need to be addressed. The committee discussed moving a drain pipe on the Historic Courthouse so that the water doesn't go on the building. Meyer also reported that we may need a new snow blade for the Kubota tractor. The plow has already been repaired a few times. Meyer will get a price and report back to the committee.
4. **Update/Approval Remodel Basement Office for Early Voting:** New walls and doors are installed. The area has been painted and almost complete. Lipe will be installing baseboard.
5. **Update/Approval Annex Building:** Committee will discuss next month.
6. **Update/Approval Building & Grounds Committee Priority List:** The committee reviewed a list of items for future discussion. Committee also discussed finishing the parking lot just north of Mekala's Business.
7. **Update/Approval Trash Hauling:** Committee reviewed a spreadsheet listing all the dumpsters at the County buildings with the monthly cost, the size and the frequency of pick-ups each week.
8. **Update/Approval Surplus Property:** A list of surplus items has been compiled and pictures taken to offer out to the County Offices next week. If there are any surplus left, there will be a silent auction.
9. **Update/Approval Other Business:** None at this time.

Motion by Richard Wendel, second by Nikki Bishop to pay the bills. Motion carried.

Motion by Jim Moore, second by Richard Wendel to adjourn the meeting. All in favor, motion carried.

Meeting adjourned at 2:15 p.m. Minutes respectfully submitted by acting secretary Chris Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.

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