

Montgomery County Board

Buildings & Grounds Meeting Minutes

Date: Friday, May 9th, 2014

Time: 1:00 p.m. – County Board Room

Members Present: Chairman Bob Sneed, Ron Deabenderfer, Gene Miles, Jim Moore, Richard Wendel, and Board Chairman Roy Hertel

Members Absent: Nikki Bishop

Others Present: Bill Purcell, Judge Long, Lloyd Meyer

The committee met today to discuss the following:

- 1. Update/Approval HVAC at Courts Complex:** Bob Sneed reported that he received an email that gave an update on the status of the installation of the new HVAC system. All the work has been completed. The system has been balanced and tested. The Maintenance personnel has been trained on the new equipment and Lloyd Meyer has given the contractor his own list of items that he was concerned about. The contractor is putting his operation and maintenance manuals together and they should be delivered soon. Dale Cover from Hurst-Rosche will be doing the punch list early next week and will be sending the final paperwork for the energy grant to DECO on Monday, May 12th, 2014. There are a couple of things the Contractor needs to address before the final payment.
- 2. Update/Approval Maintenance Issues and Report:** Lloyd Meyer reported:
 - Some of the fascia on Historic Courthouse needs to be fixed and we need rent a lift.
 - Fire Extinguisher Report and Monthly Check: Lloyd Meyer reported that all the testing results have been submitted except for the Health Department and Recycling Department.
 - The 3rd Party Annual State Inspection of Elevators are complete and certificates have been issued.
 - Sneed reported that he talked with Joanne Steward to repair the bottom stair of the north entrance of the Historic Courthouse in the amount of \$300.00.
 - Tile Floors in Restrooms on the first floor of the Historic Courthouse been installed.
 - Ladder for GIS Office: Lloyd will check on a price for next month.
 - Striping Parking Lots: Committee reviewed a bid from Landmark Striping in the amount of \$377.75 to stripe the south, north and west parking lots that include the handicap parking lots. **Motion by Ron Deabenderfer and second by Richard Wendel to accept the bid in the amount of \$377.75 from Landmark Striping. All in favor, motion carried.**
 - Filters for the New Courthouse and Jail: International Filter of Litchfield submitted the low bid of \$844.20 for 360 filters. **Motion by Moore and second by Wendel to accept the low bid from International Filter in the amount of \$844.20. All in favor, motion carried**
- 3. Update/Approval Door Access Panels in the New Courthouse:** Bill Purcell brought a proposal from Wareham's Security to replace the main control units and readers for the three main access doors and the secure hall doors at the New Courthouse. Judge Long was present and stated that the Court Fund would pay for this work as proposed.
Motion by Gene Miles and second by Jim Moore to approve the replacement of the three main door readers and controls at the New Courthouse from Wareham's Security in the amount of \$3,839 to be paid for out of the Court Fund. All in favor, motion carried.
Motion by Gene Miles and second by Jim Moore to approve the replacement of the door readers and controls on the three exit doors on the west side of Courtroom two and three from Wareham's Security in the amount of \$3,313 to be paid for out of the Court Fund. All in favor, motion carried.

4. **Update/Approval Fire and Sprinkler Inspection for the New Courthouse and Jail:** Bill Purcell reported that both the New Courthouse and Jail are supposed to be inspected every five years. Purcell received a quote from Automatic Fire Sprinkler Company to conduct the N.F.P.A required five year internal inspection of the system fire department connection check valves, replace one system pressure gauge, remove and cap off two sprinkler heads in the computer room and to install missing signs in the amount of \$695.00. Purcell also received a quote to inspect the backflow preventers from Dan Heise Plumbing in Litchfield in the amount of \$325.00. **Motion by Gene Miles and second by Jim Moore to approve the proposals from Automatic Fire Sprinkler Company in the amount of \$695.00 and from Dan Heise Plumbing & Heating in the amount of \$325.00. All in favor, motion carried.**
5. **Update/Approval Fire Alarm System in the Historic Courthouse:** There have been some problems with re-booting the system and there have been some system checks. Purcell reported that the software may need to be replaced at some point in time.
6. **Update/Approval List for Vendor Insurance Certificates & Vendor Waivers:** Bob Sneed reported the he met with Betsy and Tom Franzen on Friday, April 18th, 2014. The Hold Harmless Waiver is being revised and will be ready for next month. The County Board Office is getting copies of certificates of insurance from current vendors.
7. **Update/Approval Exterior Lighting:** Hillsboro Electric was notified to proceed with work per Sneed.
8. **Update/Approval Bloome Water:** There are three departments that will purchase their unit out of their own office budget. The Sheriff's department will continue to rent their unit because they come and repair or replace the unit when it is broke.
9. **Update/Approval Communications Tower:** Chairman Sneed received a report from Public Safety Group regarding the inspection of the communications tower. The report was also be given to Betsy Wilson and Ron Jenkins. The Public Safety Group completed the communications structure study for \$2,500. The report gives a current estimate of \$10,000 for work that would need to be completed at the time of purchase and \$22,500 for work that could done in the near future for a total of \$32,500. Sheriff Vazzi stated that the tower next to the jail is full and doesn't have the radio range required for all the areas in the county. The Sheriff's department currently uses IWIN radio service at about \$9,000 per car per year. ISPAN service is not available in our County yet. Moore suggested getting some information in writing to show the board members the cost benefits for purchasing the new tower. The committee stated that the States Attorney's Office and the County Board will need to negotiate for the land and the tower. Sheriff Vazzi stated that he will get more information from two retired Sheriff's and will check with ISPAN and report to the committee next month.
10. **Update/Approval Other Business:** Sneed reported that Young's roofing repaired some spots on the Annex Building roof.

Motion by Richard Wendel, second by Ron Deabenderfer to pay the bills. Motion carried.

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

Meeting adjourned at 2:45 p.m.

Minutes respectfully submitted by acting secretary Chris Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.