

MINUTES

Agenda Item 1 - Call to Order and Roll Call

Committee Chairman Kevin Green called the meeting to order at 5:00 p.m. Upon the call of roll, the following members were present: Kevin Green, Crisi Walls, Britny Hoag, Mark Steinbaugh, Greg Shepard and Becky Stark. Todd Johnson and Billy Ryan were excused. 6 present and 2 absent. Also present were: Steve Miller – CB Member, Jerry Hawker – CB Member, Judge Thomas O’Shaughnessy, Blaine Meadows – Centric Business Solutions, Dave Kluskeas – Centrica Business Solutions, Thomas Long – Long Construction Services, Kyle Richards- Vermilion County Building & Grounds Supervisor, Cassy Carter – Vermilion County Finance Director, and Jennifer Jenkins -CB Office Manager.

Agenda Item 2 - Adoption/Amendment to the Agenda

A motion was made by Green, second by Steinbaugh, to adopt the agenda as presented. Motion was carried by acclamation.

Agenda Item 3 – Approval of minutes- June 20, 2023

A motion was made by Green, second by Walls to approve the June 20,2023 minutes. Motion was carried by acclamation.

Agenda Item 4 - Audience Comments

Honorable Judge O’Shaughnessy brought two matters to the committees attention. The Judiciary staff would like assistance from the Committee and the County Board for the remodeling of the 2 courtrooms on the 3rd floor of the courthouse. He encourages any CB member to come tour the area if they would like. He would also like to discuss, once he has had a chance to prepare, the possible expansion of the courthouse. He will come back to the next meeting to discuss further.

Agenda Item 5 – Resolution- RFP – Roof – Joseph G. Cannon Building

The Committee welcomed Thomas Long from Long Constructions Services, Inc. Mr. Long was the sole bidder for the roofing project at the Joseph G. Cannon Building. Motion by Walls to approve the bid, seconded by Stark. Upon the call of roll the following voted yes to wit; Green, Walls, Hoag, Steinbaugh, Shepard, and Stark. 6 Yes 2 Absent.

Agenda Item 6- Guest Speaker Blaine Meadows – Centrica Business Solutions

The Committee welcomed Mr. Meadows who provided them with a presentation of the energy efficient solutions that they have to offer Vermilion County. They will be visiting each of the County buildings along with their team to evaluate the County needs for energy efficiency. Upon completion of these visits they will return with a plan for assisting the County in energy saving projects. Green suggested that the committee move forward with a vote to approved Centrica to move forward with their evaluation. Motion by Walls, seconded by Steinbaugh. Upon the call of roll the following voted yes to wit: Green, Walls, Hoag, Steinbaugh, Shepard, and Stark. 6 Yes 2 Absent

Agenda Item 7- Budget- Building and Grounds & 5 Year Capital Plan

Jennifer Jenkins along with Kyle Richards summarized the upcoming fiscal year budget and informed the committee of the differences in actuals from the prior year to the existing calendar year. This difference is due to the use of ARPA funds for many HVAC, and Capital improvements. Richards informed the committee within the discussion of the 5 year Capital Plan, the need for a forklift as soon as we are able. The current forklift is inoperable and will be brought to the committee for the next meeting for surplus. The committee agreed that the forklift can be purchased using ARPA funds as soon as we locate a decent model. Richards will contact the Highway Dept to inquire of the use of Sourcewell that will allow for a possible better pricing for government. The committee also discussed funding for the Annex/Bresee Tower demolition in which Hoag volunteered to get in contact with the City of Danville to find out where the County and City stand at this time. Motion by Walls, seconded by Steinbaugh. Upon the call of roll the following voted yes to wit: Green, Walls, Hoag, Steinbaugh, Shepard, and Stark. 6 Yes 2 Absent

Agenda Item 8- Property Improvement Discussion (Animal Shelter garage & Joseph G. Cannon Southeast employee stairs)

The committee turned to Kyle Richards to discuss the replacement of the garage at the Animal Shelter. Richards found a single car garage for around \$9,000 in which the B&G staff would build. Hoag suggested also using a metal roof for this building for its known durability. Richards will come back with an updated price for this building with the metal roof. Jenkins supplied the committee with two different bids for the replacement of the Southeast stairwell at the Joseph G. Cannon Building. The stairs have been discussed several times prior however now, we are ready to move forward. The committee reviewed and decided that ARPA funds can be used and the Chairman can authorize as it is under the bid limit and within his ability to approve for ARPA. The job for the bid they are reviewing for Nale Masonry is #11,500. The other bid is more expensive and they are not able to get to it until next spring.

Agenda Item 9- Executive Session

Not necessary.

Agenda Item 10- Items of Information and Committee Concerns

Green informed the committee that the next meeting will more than likely need changed due to schedule conflicts with some guest speakers as well as committee members.

Agenda Item 11 – Adjournment

Green adjourned the meeting at 6:36.

Minutes by: Jennifer Jenkins, CB Office Manager