

## 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, Becky Stark, and Larry Baughn Jr. Crisi Walls, Todd Johnson and Billy Ryan were excused. Greg Shepherd was absent. 5 present and 4 absent. Also present were: Blaine Meadows- Centrica Business Solutions, Kyle Richards- Vermilion County Building and Grounds, Kasey Snyder- Animal Regulations, and Jennifer Jenkins -CB Office Manager.

### **Agenda Item 2 - Adoption/Amendment to the Agenda**

A motion was made by Green to add an item between agenda items 4&5. He would title it "Old Business", second by Stark, to adopt the agenda as with changes. Motion was carried by acclamation.

### **Agenda Item 3 – Approval of minutes- August 21, 2023**

A motion was made by Green, second by Hoag to approve August 21, 2023 minutes. Motion was carried by acclamation.

### **Agenda Item 4 - Audience Comments**

There were no audience comments.

### **Agenda Item 5- ARPA Request Honorable Judge O'Shaughnessy**

Judge O'Shaughnessy referred the committee back to a previous Property meeting where the Judiciary needs were discussed. Immediate needs remain the same. They are the courtrooms on the 3<sup>rd</sup> floor. These rooms are not conducive to the needs of the court. Renovation is required especially with upcoming Technology grants that were received for these courtrooms. There is also a need for future expansion that will eventually arise and will be discussed in the future. He would like the committee to consider the County to proceed with the hiring of an architectural firm to ensure that we proceed properly. Jenkins will move forward to seeking and scheduling an architect firm to prepare blueprints, remodeling plan.

- A. Update Roof Repair- JGC- Richards explained that this is a couple of weeks out. There will be another update at the next committee meeting.
- B. Repair of Southeast staircase of the JGC Building- Concrete stairs are completed, custom handrail is currently being fabricated. There will be another update at the next committee meeting.
- C. Hoag advised that the City of Danville is ready to move forward with the demolition. They will be developing an intergovernmental agreement in which the Chairman will turn over to State's Attorney Lacy once received.

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

The Committee welcomed, once again, Blaine Meadows from Centrica Business Solutions. The energy feasibility study in PDF form was provided to the committee. This is an estimate, and a high level, preliminary, analysis of the possibilities of energy efficiency plans. The committee decided to move this item as a presentation to the Finance committee and the full County Board.

### **Agenda Item 7- Property Improvement Discussion- Animal Shelter**

Green advised that the Animal Shelter Planners of America have provided a 3 step process. The first starting with an assessment to determine the needs of the Animal Shelter. Snyder spoke of her desire for this company to come help us. She is supposing that a whole new shelter will be the suggestion of this company. She doesn't think repair/remodel is an option. Green asked Baughn if this is something to be considered to be paid from ARPA. Baughn agreed. Baughn will have the State's Attorney, Lacy to review this contract.

### **Agenda Item 8- Resolution RFP- C-N Custom Steelwork-JGC**

Jenkins along with Richards advised that this is for the door repair/replacement at the JGC building. This was the only bidder. Motion by Stark, seconded by Steinbaugh. Upon the call of roll the following voted yes to wit: Green, Hoag, Steinbaugh, Stark, and Baughn 5 Yes 4 Absent

### **Agenda Item 9- Signage- JGC Building**

Green explained that this is for the replacement of the signage of the current signage of the previous Vermilion County Administrative Building. Baughn advised that he has not yet received a final estimate for the cost of these signs. This will have to be brought back to the committee.

### **Agenda Item 10- Surplus- Non-Operable and Non- Repairable 1974 Hyster Forklift**

Richards advised that this is the forklift that is not able to be repaired. The B&G team will dispose of it at Mervis. Stark motioned, Hoag seconded for the surplus of this item. Upon the call of roll the following voted yes to wit: Green, Hoag, Steinbaugh, Stark, and Baughn 5 Yes 4 Absent

**Agenda Item 11- Executive Session**

Not necessary.

**Agenda Item 12- Items of Information and Committee Concerns**

Snyder advised that the County sold a vehicle to a citizen that still has the remnants of the Vermilion County Animal Shelter logo on it. There have been complaints regarding this from other citizens as it no longer belongs to the County. Jenkins advised that this citizen has been contacted and that he advised he will remove it. Richards advised that they even offered to assist him with the removal. They will try to contact him again.

**Agenda Item 13 – Adjournment**

Green adjourned the meeting at 6:02.

Minutes by: Jennifer Jenkins, CB Office Manager