

Property Committee Meeting  
August 18, 2025  
Joseph G. Cannon Building, 2<sup>nd</sup> Floor, 5:00 PM

## MINUTES

### **Agenda Item 1 - Call to Order and Roll Call**

Committee Chairman Mark Steinbaugh called the meeting to order at 5:00 p.m. Upon the call of roll, the following members were present: Mark Steinbaugh, Larry Baughn, Kevin Bodine, Becky Stark, Kevin Green, and Chris LaMar. Phil Jackson and Dan Wright were absent. 6 present and 2 absent. Also present were: County Board Chairman – Steve Miller, County Board Vice-Chairman – Tim McFadden, County Board Members – Nancy O’Kane, and Vic McFadden, Public Audience- Melanie Wolcott, Lori Weese, Brenna Atchison, Sue Green, Michelle Carder, and Doug Carder, Also in attendance was Blaine Meadows from Performance Services, and Vermilion County Maintenance Supervisor – Kyle Richards, and Jennifer Jenkins -CB Office Manager.

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

A motion was made by Bodine to accept the agenda as presented, second by Stark. Motion was carried by acclamation.

### **Agenda Item 3 – Approval of minutes- June 16, 2025**

A motion was made by Baughn, second by Bodine to approve the June 16, 2025 minutes. Motion was carried by acclamation.

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

Steinbaugh asked the audience to ensure they add their name to the guest sign in. Melanie Wolcott spoke her opinion regarding the Department of Animal Regulations and the condition of the facility. She also advised the committee that the Paw A Day Inn & Suites is well suited if the Department of Animal Regulations intends to purchase a new facility.

### **Agenda Item 5- Discussion regarding Animal Shelter – Paw A Day Inn & Suites**

Tony Piatt and wife, Darla, owners of Paw A Day Inn & Suites provided the committee with handouts. They have ran this facility for 15 years. He is providing Vermilion County an opportunity to purchase the entire operation for \$2.8 million. The property sits on 4 acres. He added this is a turnkey operation and a solution for Vermilion County. The Paw A Day Inn & Suites has 47 indoor/outdoor kennels (+ 22 daycare, and 6 suites), in-floor drainage and heated floors, modern HVAC & UV air sanitization, built in feeders & waterers, synthetic grass, play yards, 50X80 training building with drains, designed for kennel expansion. Stark asked how many cages could be housed in this facility. Piatt advised that you could have hundreds if needed. Piatt further added that he feels that Vermilion County would see a rise in adoptions as this facility is a much cleaner, and sanitized facility. He further added that the animals would benefit tremendously from this facility as it does have UV Sanitization. The animals would be so much healthier. Steinbaugh asked how many square feet is the main building. Piatt advised that it would be more than 3000 square feet. Green asked the committee member if they had visited the current shelter and if they have visited the proposed facility. Green also asked what the next steps would be to advance this project. Chairman Miller advised that he is not in favor of this project. There could possibly be a more affordable alternative around the corner that he will discuss at a later time. Steinbaugh added that the clear next step for any further Animal Regulations development would be the funding. Miller asked Green what suggestions he had for funding. Green responded that it would have to be a community effort, county government funds, village funds, donations, etc. Green also added that he is in support of any further suggestions for a resolution of the issues at the Animal Regulations facility. O’Kane added that she suggest that all committee members, and board members, visit both of these facilities. She also added that she would like to know what other options are available as she would like to be part of that discussion. Even if it has to be executive session.

### **Agenda Item 6 – Discussion for Preparation of RFP for Tuckpointing – Rita B. Garman Vermilion County Courthouse – Blaine Meadows Performance Services**

Blaine Meadows, Performance Services specializes in design aspects, putting costs together with contractors, and construction the project on the backside. This would all be done under one contract. This would take a lot of the risk off of the County. This would take the bidding process off of the County. Meadows added that a local architect could provide you with design specs however, Performance Services would manage the entire project from RFP, to completion. McFadden asked what is the risk if this tuckpointing isn’t completed. Meadows explained that what he had viewed and been advised, the pieces of

concrete have been and will continue to deteriorate and have been crumbling off of the building. Henderson asked if there was any water damage. Steinbaugh added he went on a tour with Kyle Richards, Building and Grounds Maintenance Supervisor and witnessed the damage that was done. Richards further added that this leaking continues each time it significantly rains. Miller asked Steinbaugh if we are pursuing this with Performance Services. Steinbaugh advised that we need to figure out a way to continue as a whole package as this is not the only issue that is going on. Meadows quote to the County includes doing such. Meadows will prepare a contract and come back to committee for presentation and a vote. O'Kane advised the committee that this item is a discussion not an actual voting item. The voting was rescinded. Baughn also added that the Chairman of the County Board can also engage in a professional contract without the full board.

#### **Agenda Item 7- 2025-2026 Building and Grounds Budget/5 Year Plan**

Jenkins advised the committee that most annual contracts, with Building and Grounds, are increased an average of 3% to 5%. Gas/Electricity will increase in price however there should be a noticeable decrease for the Rita B. Garman Vermilion County Courthouse and the Joseph G. Cannon Building – due to new windows, and HVAC, and the Vermilion County Health Department – due to a new HVAC system. Steinbaugh added that the County utilizes Constellation Energy as our energy provider. The County signs a two year contract, most often, with a fixed rate with no swing. Constellation will provide an average price list to the Chairman for signature. This will take place in October. McFadden asked about the allocation of the \$200,000, in the current fiscal year, to the Animal Shelter and asked what has been spent out of that money. He added that this explains the frustration of the overall quality of the Animal Regulations building. He also added that why put \$200,000 into a structure that is not sound. Miller advised that that is the reasoning of why we did not put any of the \$200,000 into the building. We are looking into additional options for the Animal Regulations. Jenkins moved onto the 5 year plan and explained that the items on the list in previous years have finally been completed and removed from this plan. However, significant, additional items added were: painting interior of the Rita B. Garman Courthouse and Joseph G. Cannon Building, Cooling tower at Joseph G. Cannon Building, and where the cooling tower is located, the roof would need replaced/repaired. Motion by Baughn, second by Green to approve the 2025-2026 Building and Grounds, and Capital 5 year plan. Upon the call of roll the following voted yes to wit; Steinbaugh, Baughn, Bodine, Stark, Green, and Lamar. 6 yes 2 absent

#### **Agenda Item 8- Executive Session**

Not necessary.

#### **Agenda Item 9- Items of Information and Committee Concerns**

Steinbaugh informed the committee that they have all been invited to the Health and Education Committee meeting taking place this Wednesday @ 5:00 P.M. There is also a Public Safety meeting at 4:30/

#### **Agenda Item 10 – Adjournment**

Motion by Bodine, seconded by Lamar to adjourn.  
Meeting adjourned @ 6:21 P.M.

Minutes by: Jennifer Jenkins, CB Office Manager