

Property Committee Meeting
September 15, 2025
Joseph G. Cannon Building, 2nd 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, Dan Wright, Becky Stark, Kevin Green, and Christine LaMar. Phil Jackson was absent. 7 present and 1 absent. Also present were: County Board Chairman – Steve Miller (joined @ 5:03), Blaine Meadows- Performance Services, Public Audience - Michelle Carder, Melanie Wolcott, and Doug Carder. Also present was Jennifer Jenkins -CB Office Manager.

Agenda Item 2 - Adoption/Amendment to the Agenda

Green suggested adding 2 agenda items. They were: 1. Discussion/Update of renovating the elevator at the Joseph G. Cannon building. 2. Discussion/Update of replacing the current Animal Shelter. Steinbaugh advised that we can discuss later in the agenda. A motion was made by Green to accept the agenda as presented, second by LaMar. Motion was carried by acclamation.

Agenda Item 3 – Approval of minutes- August 18, 2025

A motion was made by Baughn, second by Bodine to approve the August 18, 2025 minutes. Motion was carried by acclamation.

Agenda Item 4 - Audience Comments

Melanie Wolcott addressed the committee with concerns of the Animal Shelter and its current deteriorating status. She urged the committee to visit the Animal Shelter if they have not already.

Agenda Item 5- Contract – Performance Services - Blaine Meadows

Blaine Meadows advised the committee that the attached contract is to address the tuckpointing needs for the County buildings as well as the elevator at the Joseph G. Cannon building. Miller asked what is the length of time that the contract will cover. Meadows advised that there is no specific length of time. This is just for the duration of the services that are offered within the scope. If the committee would like to add a specific time frame then that could be done. Meadows further added that this is for professional services and design. Miller asked if this is just for the tuckpointing of the Rita B. Garman Vermilion County Courthouse and the Joseph G. Cannon building as well as the elevator at the Joseph G. Cannon building. Meadows advised that any other buildings could be added to the scope however, without the County having to send out an RFQ (Request for Qualifications), their professional services can only go up to \$45,000.00 without the County soliciting an RFQ. Meadows also encouraged the committee members to send any contractors his way for any upcoming projects. Moved by Stark, seconded by Bodine to approve the contract with updates to include additional tuckpointing services at the maintenance building located on Hazel Street. Upon the call of roll the following voted yes to wit; Steinbaugh, Baughn, Bodine, Wright, Stark, Green, and Lamar. 7 yes 1 absent

Agenda Item 6- Executive Session

Not necessary.

Agenda Item 7- Items of Information and Committee Concerns

Green asked for an update on the Animal Shelter regarding a donor for a new spay/neuter clinic? Miller advised that he has not received anything in regards to that. Green further advised that he heard there is a person in town that has a building for sale for a possible different location for the shelter. Steinbaugh and Miller advised that they were not aware of this either. Green also advised that he thought that there may be some fundraising for a possible purchase of Paw a Day. Steinbaugh advised that there has not been any discussion. He further added that he had received some emails from citizens in the county that are concerned about the shelter. He has not responded to these. Green asked what would be the answer if citizens wanted to create a fundraiser? Miller advised that Vermilion County does not have the finances to purchase Paw A Day and make the necessary changes to accommodate the County's needs. He further added that he does see the County getting a new facility. However, he does not have any further information to share at this time. The timeline for the County moving forward with this new facility will be months.

Agenda Item 8 – Adjournment

Motion by Green, seconded by Lamar to adjourn.
Meeting adjourned @ 5:32 P.M.

Minutes by: Jennifer Jenkins, CB Office Manager