



Minutes approved 10.22.24

Property Committee Meeting

James Carius Community Room

Tuesday, September 17, 2024 – 3:32 p.m.

Committee Members Present: Chairman Greg Longfellow, Vice-Chair Dave Mingus, Nick Graff, Kim Joesting, Bill Atkins, Jon Hopkins, Tammy Rich-Stimson, Max Schneider

Committee Members Absent: Mark Goddard

MOTION **MOTION BY MEMBER MINGUS, SECOND BY MEMBER HOPKINS** to approve the minutes of the August 20, 2024 meeting, and August 28, 2024 in-place meeting

On voice vote, **MOTION CARRIED UNANIMOUSLY.**

MOTION

P-24-25

MOTION BY MEMBER GRAFF, SECOND BY MEMBER SCHNEIDER to recommend to approve the purchase of a truck for Animal Control

Chairman Longfellow stated that the dealership advised that they have trucks available now Animal Control Director Libby Aeschleman is requesting a truck now and will come back next year to request another truck.

On voice vote, **MOTION CARRIED UNANIMOUSLY**

Discussion: Five-Year Capital Plan

Facilities Maintenance Director Mike Schone provided an overview of the Capital Improvement Plan for FY25 through FY29 including the following projects:

- Courthouse – Facilities Improvements

Member Graff questioned if the exterior of the Courthouse would be cleaned prior to the Bicentennial celebration and Director Schone confirmed that it would be.

Member Joesting questioned if the courthouse stairs were removed, would they be discarded. He stated that they could put a piece of them up in the courthouse and show what 100 years of footwear does instead of discarding them.

- McKenzie Building - Facilities Improvements
- Justice Center - Facilities Improvements
- Animal Control - Facilities Improvements

Member Schneider questioned if there is a time of year that would work better for the remodel and addition. Animal Control Director Libby Aeschleman stated that business would be interrupted regardless of when the projects are done.

Chairman Longfellow stated that this project has been pushed back due to the new Health Department building. He stated that there is a process of adding some office space, changing the HVAC around, and adding some new dog kennels.

Facilities Maintenance Director Mike Schone stated that the building could be remodeled for about \$500,000. He stated that for \$1,200,000, we could build a brand-new building from the bottom up.

- EMA - Facilities Improvements
- Health Department Offices in Tremont - Facilities Improvements
- Health Department in Pekin - Facilities Improvements
- Pekin Campus – Grounds Improvements
- Tremont Campus – Ground Improvements
- Justice Center Annex – Construction
- County-Wide Equipment Purchases
- County-Wide Technology
- Highway Department Capital
- Contingency

Member Harris voiced his concerns regarding the amount of projects that were in the CIP fund for FY24. He stated that many of those projects were pushed to FY25, and now we have new projects scheduled for FY25. He questioned how these projects would get completed.

Chairman Longfellow stated that we will have to change how things are done, and the major contract big dollar jobs will have to go through a contractor. He stated that they decided to contract the Broadway building, and a lot of money was saved.

Chairman Longfellow stated that insulation for the courthouse was accidentally left off the five-year CIP.

Administrator Deluhery stated that the insulation project was not budgeted for this fiscal year. He stated that previously, we would have budgeted it in the general fund. He stated that this project was not on our radar, but after going through the buildings, we realized insulation was needed. He stated that with CIP when we have projects listed there, we can spend the funds on each project. He stated that by state statute, we have to specify each project for which we plan to use it. He stated that projects cannot be added

throughout the year.

Chairman Longfellow questioned if it would be allowed as we did with the Health Department; we put \$1,500,000 under the new Broadway Building Health Department remodeling project, and that covered all the things up until this point. He questioned if we could put \$1,500,000 under the Courthouse to cover all projects for any unexpected problems that come up. He questioned if we could get these authorized per building through CIP instead of by item.

Administrator Deluhery stated that this would need to be researched, however, he believes that if there are funds that we know we are going to extend for the projects, then we could do it in bulk. He stated that we have chosen to itemize it to get more information to the board.

Deputy Chief State's Attorney Mike Holly stated that there are statutes that apply to the capital improvements and the description of the work to be done has to be reasonably specific. He stated that he is not sure if describing the work in a building would be specific enough.

Chairman Longfellow stated that his concern is when unexpected projects or problems with a project come up.

Administrator Deluhery stated that there is 5% contingency within the CIP fund and we also have the general fund contingency. He stated that the funding source for the CIP fund is the general fund. He stated that he would recommend that we use contingency in the general fund which we can use for these projects. He stated that we could move forward with the insulation now, we could either pull \$25,000 if Mike Schone had enough funds in the budget or use contingency in the general fund.

Member Rich-Stimson questioned what happens when you have a \$50,000 budget, but you only spend \$40,000.

Administrator Deluhery stated that if it was in the CIP fund, the \$10,000 would stay in there until the end of the year. He stated that there might be another project that came in higher. He stated that at the beginning of each fiscal year we look at the total amount of projects and how much funds we have and what we will need. He stated that if there were an excess of funds, it would get moved back to the general fund.

Chairman Longfellow questioned if the excess of funds would stay within the fund for the specific building.

Administrator Deluhery stated that he believes if it is listed in the CIP, we would be able to use it if one project in one building was a little higher and one was a little lower, we would be able to use those to offset as long as they were both budgeted.

Member Hopkins questioned if you have two things budgeted for 2025 and one project ends up being double, can you just not do the other project and

re-budget it again the following year.

Chairman Longfellow stated that the McKenzie Building took almost three years from the time we got it contracted. He stated that you can have a project re-bid or do part of it one year and part of it the next.

MOTION

P-24-26

MOTION BY MEMBER MINGUS, SECOND BY MEMBER SCHNEIDER

to recommend to approve a proposal for security video monitoring and door access controls for the Health Department at 1800 Broadway

On voice vote, **MOTION CARRIED UNANIMOUSLY**

Discussion: Sheriff's Building at Tremont Campus

Chairman Longfellow stated that we asked transportation to level off the lot for us and they found a big slab of concrete. He said that they may have to go outside of transportation to get that concrete removed and some sewer manholes covered back. He stated that Blunier Builders is scheduled to come out on October 14, 2024.

Discussion: Justice Center Annex

Chairman Longfellow stated that Wold is working on drawings and boring was completed on Monday. He stated that there is a mechanical meeting scheduled for Thursday. He stated that the contract on the other building has been sent to the owners so we should hear back in the next week.

Administrator Deluhery stated that he has been working with Wold on technology that would be used for courtrooms and the design of the building, including all the rooms.

Discussion: Approval of Capital Improvement Plan

Chairman Longfellow questioned if the property committee wanted a resolution for the approval of the CIP. He stated that last year it was approved by discussion.

Deputy Chief State's Attorney Mike Holly stated that if it is included in the budget and the budget has been approved, he thinks that is adequate.

Discussion: September In-Place Meeting Projects

Chairman Longfellow stated that we have one item for an in-place meeting at the County Board meeting next week. He stated that we put out a bid proposal for the sidewalk replacement and repair at the Broadway building.

Member Joesting questioned the status of the Veteran's Assistance Commission office. Chairman Longfellow stated that a decision has not been made, however, he believes they will be moving into the Tazewell Bank Building.

Administrator Deluhery stated that the first floor of the Tazewell Bank Building has offices, which Steve Saal would like to have in order to have more sound areas.

Member Joesting questioned if the basement is still wet and Facilities Maintenance Director Mike Schone stated that there has been some pump issues which were resolved and air purifiers are run on a regular basis.

RECESS Chairman Longfellow recessed the meeting at 4:36 p.m.

(transcribed by S. Gullette)