

BUILDING & GROUNDS COMMITTEE MEETING
MINUTES
May 22, 2017

Members Present: Pam Deppe, Brad Miller, Jason Ratts, Vera Small

Members Absent: Jeff Thomas

Others Present: Patty Meyer, Wayne Rovey, Denise E. McCrady (Secretary)

Chair Ratts called the meeting to order at 5:00 p.m.

Ratts requested a motion to approve the April 24, 2017 minutes. A motion to approve the minutes was made by Deppe and seconded Small. Motion carried (4-0).

Wayne Rovey, Information Systems, addressed the Committee requesting approval of a Promotion/Salary Adjustment for Lynn Ladage from Programmer/Analyst III to System Analyst I with an increase in annual salary from \$64,579 to \$67,997 effective May 28, 2017. A motion to approve the request was made by Small and seconded by Deppe. Motion carried (4-0).

Patty Meyer, Facilities Manager, presented the Committee with her monthly report. Items reported on included seeking a bid from Western Waterproofing on the water leaking on 4th floor when it rains, the ongoing painting of the jail cells and the desire to purchase a paint sprayer at a cost of approximately \$2,499, the progress on the preparation of an RFP on the elevators, the need for Brad Ruyle (Plumber) to receive training on the Daikin McQuay Chillers. Meyer also requested approval from the Committee to enter into a contract with Daikin Company to provide the annual chiller maintenance contract at a cost of \$6,988. This contract was previously held by Prairie State Plumbing and Heating at a cost of \$7,290. A motion to approve the contract with Daikin was made by Small and seconded by Miller. Motion carried (4-0).

Meyer presented to the Committee a report generated from the FMX Work Order program that details the work orders submitted and processed by her department.

Ratts presented to the Committee on behalf of Josh Langfelder, Recorder, three part-time seasonal employees at a rate of \$10 an hour effective May 23, 2017. A motion to approve the request was made by Deppe and seconded by Small. Motion carried (4-0).

There was no old business or public comment.

Ratts requested a motion to approve the requisitions. A motion to approve the requisitions was made by Small and seconded by Miller. Motion carried (4-0).

A motion to adjourn was made by Miller and seconded by Deppe. Motion carried (4-0). Meeting adjourned.