

BUILDING & GROUNDS COMMITTEE MEETING
MINUTES
November 26, 2018

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

Members Absent:

Others Present: Byron Deaner, Josh Langfelder, Wayne Rovey, Charlie Stratton, Denise E. McCrady (Secretary)

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

Ratts requested a motion to approve the October 22, 2018 minutes. A motion to approve the minutes was made by Deppe and seconded by Small. Motion carried (5-0).

Charlie Stratton, Human Resources, addressed the Committee requesting approval to hire a replacement Part-Time Mail Clerk at a rate of \$12.82 an hour. This position will be up to 19 hours per week, with no benefits. A motion to approve the request and forward to the Finance Committee was made by Small and seconded by Miller. Motion carried (5-0).

Byron Deaner, Interim Facilities Manager, address the Committee requesting approval to issue an RFP for a Security Automation Upgrade at the East Complex due to the software no longer being supports and replacement parts hard to find. A motion to proceed with publication was made by Deppe and seconded by Small. Motion carried (5-0).

Deaner addressed the Committee requesting approval to accept two quotes submitted by Americall for the telephone system (\$7,489.81) and security system (\$4,495) for the Child Advocacy Center located at 1101 E. Monroe. A motion to approve the request was made by Thomas and seconded by Ratts. Motion carried (5-0).

Deaner presented to the Committee his monthly Building Highlights report.

Wayne Rovey, Information Systems, address the Committee requesting approval of a Resolution for Information Systems to utilize Tyler Technologies for services for the financial system for FY-2019 in an amount not to exceed \$500,000. A motion to approve the request and to forward to the Finance Committee was made by Small and seconded by Deppe. Motion carried (5-0).

Rovey addressed the Committee requesting approval of a Resolution for Information Systems to utilize OpenText for maintenance for the imaging system for FY-2019 in an amount not to exceed \$35,000. A motion to approve the request and to forward to the Finance Committee was made by Miller and seconded by Thomas. Motion carried (5-0).

Rovey requested approval of Purchase Orders ISD-001 City Water Light & Power in the amount of \$15,000, ISD-002 DNN Corp. in the amount of \$6,600, ISD-003 IL Department of Innovation & Technologies in the amount of \$15,000, ISD-004 Rocket Software in the amount of \$6,700, ISD-005 AOS/Converge One in the amount of \$18,000, ISD-006 Doc Path Corp. in the amount \$3,600, and ISD-007 CA, Inc in the amount of \$12,500. A motion to consolidate and approve all purchase order requests was made by Deppe and seconded by Small. Motion carried (5-0).

Josh Langfelder, Recorder, addressed the Committee requesting approval of Purchase Order 2018po02 DELL in the amount of \$8,218.20. A motion to approve the request was made by Thomas and seconded by Miller. Motion carried (5-0).

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 Deppe and seconded by Small. Motion carried (5-0).

A motion to adjourn was made by Miller and seconded by Deppe. Motion carried (5-0). Meeting adjourned.

APPROVED