

BUILDING & GROUNDS COMMITTEE MEETING  
MINUTES

August 26, 2019

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

**Members Absent:**

**Others Present:** Tracy Garrison, Josh Langfelder, Wayne Rovey, Denise McCrady (Secretary)

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

A motion to approve the minutes from July 22, 2019 was made Miller and seconded by Thomas. Motion carried (5-0).

Josh Langfelder, Recorder, addressed the Committee requesting approval of a Resolution and Purchase Order 2019PO-01 for the record book restoration project to be performed by Byers Printing Company at a cost of \$151,200. There are 252 deed books and the price quoted is \$600 per book. Since only ten books will be restored at one time, this project will take two years to complete. Costs will be paid from the Restoration Fund. A motion to approve the request was made by Small and seconded by Deppe. Motion carried (5-0).

Tracy Garrison, GIS, addressed the Committee requesting approval of Purchase Order GIS 2019-4 for software and maintenance support for the second year of a three year contract with ESRI at a cost of \$135,250. A motion to approve the request was made by Thomas and seconded by Small. Motion carried (5-0).

Wayne Rovey, Information Systems, addressed the Committee requesting approval of Purchase Order ISD 2019-26 for the annual 24/7 maintenance of the finger printing machine Idemia Identity and Security located in the Sheriff's Office with Morphotrust USA at a cost of \$4,616. A motion to approve the request was made by Deppe and seconded by Small. Motion carried (5-0).

Rovey requested approval of a travel request for he to attend the Illinois County Information Management Association annual meeting held in Utica, IL on October 3-4, for Pam Rodgers to attend the Tyler Technologies Advisory Group meeting held in Plano, TX on September 23-24 and the 13 User Group meeting held in Elgin, IL on October 7-8, and for Alisa Smock to attend the Illinois Association of Court Clerks Fall Conference and the Jano User Conference held in Alton, IL on September 16-19. A motion to approve all travel requests was made by Thomas and seconded by Deppe. Motion carried (5-0).

Rovey presented to the Committee an update on various projects that are in progress.

A motion to approve the purchase reports was made by Thomas and seconded by Miller. Motion carried (5-0).

Under old business, McCrady reported to the Committee the emergency approval of Purchase Order BG201923 from compressor repairs with Trane in the amount of \$4,663.63.

There was no public comment.

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