

# County Property COMMITTEE MEETING AGENDA

August 11, 2023 9:00 am Rm 250

To View Meeting Live go to:

<https://www.youtube.com/channel/UCjwHFloW13M224SgVU95Ifg>

## I. Call Meeting to Order

## II. Citizen Comments

## III. Approval/Dispense of previous months minutes from the County Property Meetings

## IV. Parks – Memorial - Cemetery

### 1. Budget 2022-2023

#### a. Review Current Bill Report to Monthly Report b. Approval of Bills

### 2. Reports / Business

### OLD

LC Parks Reservations Policy/Procedure  
ORD: Amending Park Rules & Regulations  
Equipment  
Safety

Donations/Grants  
ARP

### Catlin Park

Trails  
Update on Projects  
Mowing  
Building Demolition

### Shabbona Park

Reservations  
Update on Projects

### NEW

- Modular Bathroom Bid
- Budget 2024

## V. Courthouses, Jail, Buildings & Grounds

### 1. Budget 2022-2023

#### a. Review Current Bill Report to Monthly Report b. Approval of Bills

### 2. Reports / Business

### 3. Capital Asset review/approval

### OLD

#### All Complexes

Cleaning  
Ibid  
Air quality update  
ARP

#### Criminal Justice-Etna

Jail Fence

#### Downtown

Generator  
Fire Escape

#### Sheriff / Jail/Dispatch

#### Minor Repairs

Heat / Pipes various sites

#### E. Etna Road Gov.

Air Handling Unit  
Boilers Phase 2  
Window Glazing  
Electric

#### Highway

#### ADA

Compliance Plan Project

#### Coroner Office

Update

#### Detention Home

#### Maintenance

#### Nursing Home

### Health Department

### NEW

- Midwest Barge Terminal – Willet, Hoffman and Associates contract
- Woman's Pod
- Cleaning services
- **Executive Session 5 ILCS 120/2 (c) –1** The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the County
- **RESOLUTION:** Reappointing Maintenance Director
  - Motion to forward to Salary and Labor
- Budget 2024

## VI. Adjourn

# COUNTY PROPERTY

A meeting of the County Property Committee was held August 11, 2023 in room 250 with the following members present:

Per Diem	Mileage	Members Absent:
Dave Torres		
Gary Small	Gary Small	
LouAnne Carretto		Joanne McNally
Joseph Savitch		
Doug Trager		
Mike Kasap	Mike Kasap	

## Non-Members/Visitors Present:

Don Jensen	Chairman	Bob Kaminski	Maintenance
Ken Henze	Parks Director	Greg Vaccaro	Circuit Clerk
Lori Wakeman	Judiciary	Karen Miller	Recorder

Motion by Ms. Carretto 2<sup>nd</sup> by Mr. Trager to approve last month's meeting minutes Aye=All Nay=None Motion Carried.

## Citizen Comment

### PARKS – Memorial - Cemetery

#### Budget 2022-2023

##### Review Current Bill Report to Monthly Report

Motion by Mr. Small 2<sup>nd</sup> by Ms. Carretto that the bill in the amount of be allowed:

2023 – 001-036 \$ 0.00 (handdrawn) \$ 5,065.13

be allowed. Aye=All Nay=None Motion Carried

## OLD

## ARP

## NEW

- Park Manager Ken Henze updated the committee on the parks
- Discussion on the new visitor center
- Committee Member Mike Kasap discussed map of the park

## COURTHOUSE & JAIL, BUILDINGS, GROUNDS

### Budget 2022-2023

#### Review Current Bill Report to Monthly Report

Motion by Mr. Savitch 2<sup>nd</sup> Ms. Carretto that the bill in the amount of be allowed:

2023 - 001-029 \$	110,665.95	handdrawn \$	0.00
2023 - 028-000 \$	15,422.01	handdrawn \$	0.00

be allowed. Aye=All Nay=None Motion Carried

#### Capital Asset review/approval None

- Auditor Thompson approached the committee with the status of Fund 28

### OLD

#### All Complexes

##### Cleaning

- No discussion

##### Vending Machines

- No Discussion

##### IBID

- No discussion

##### Air Quality

- No discussion

### Minor/Repairs

#### E. Etna Road Gov.

Air Handling Unit – will be starting work in August

Window Glazing – starting soon, glass has been received – project will be completed on weekends

Window Glazing Phase II – Ordering the glass

Boiler Replacement Phase II – in progress

Electricity – look at discussing for the budget next year

Recorder's office – big desk/counter has been removed

#### Detention Home

- No discussion

#### Downtown

- Fire Escape – project is under way

Generator for Downtown Courthouse – no discussion

#### Sheriff/Jail/Dispatch

Women's Pod – will continue to monitor

Jail – there was a water leak in the jail showers which is getting fixed and shut off valves are being installed

#### Coroner Office

- No discussion

#### Nursing Home

- No discussion

#### ADA -

### NEW

#### Midwest Barge Terminal

- Will be completed and paid out of the contingency fund.

#### Cleaning services

- Received notification from current cleaning service Quality Care cleaning that they will be ending their contract at the end of the fiscal year
- Discussed with committee that we hire a custodial team as County employees but the committee decided to go out for bid first to see what kind of bids are received.

**Executive Session for 5 ILCS 120/2 (c) 1 - The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the County**

Motion by Mr. Savitch 2<sup>nd</sup> by Mr. Small to go into Executive Session for 5 ILCS 120/2 (c) 1 - The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the County

Roll Call – Torres, Small, Carretto, Savitch, Trager, Kasap

Absent – McNally  
Time In: 10:00 am

Motion by Mr. Small 2<sup>nd</sup> by Ms. Carretto to come out of executive session and go into open session

Roll Call – Torres, Small, Carretto, Savitch, Trager, Kasap

Absent – McNally  
Time Out: 10:27am

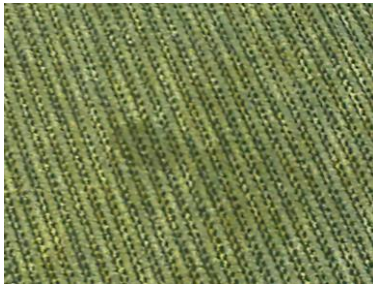
**RESOLUTION: Reappointing Maintenance Director**

Motion by Mr. Kasap 2<sup>nd</sup> by Mr. Small to accept the 3 year appoint of the Maintenance Director Bob Kaminski and forward to leg and rules Aye=All Nay=None Motion Carried

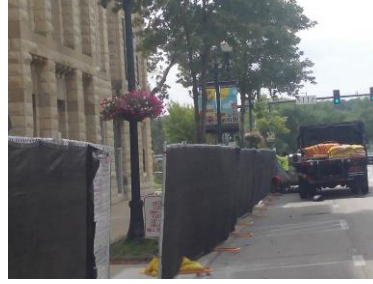
**Motion to forward to Salary and Labor**

Motion by Mr. Small 2<sup>nd</sup> by Mr. Kasap recommendation to Salary and Labor a salary of \$100,000.00 for the fiscal year of 2023-2024 for maintenance director Bob Kaminski Aye = All Nay = none Motion Carried

Motion by Mr. Trager 2<sup>nd</sup> by Mr. Small to adjourn meeting Aye=All Nay=None Motion Carried



Carpets by Auditor



DTCH Fire Escape



DTCH Fire Escape



Jail Showers



Recorder's office



HVAC new gas lines