

Property Committee Meeting  
April 15, 2024  
Joseph G. Cannon Building, 2<sup>nd</sup> Floor, 5:00 PM

## MINUTES

### **Agenda Item 1 - Call to Order and Roll Call**

Committee Chairman Kevin Green called the meeting to order at 5:00 p.m. Upon the call of roll, the following members were present: Kevin Green, Mark Steinbaugh, Greg Shepard, Becky Stark, and Larry Baughn Jr. Britny Hoag joined at 5:01. Crisi Walls, Todd Johnson and Billy Ryan were excused. 5 present and 4 absent. Also present were: Blaine Meadows- Centrica Business Solutions, Dan Wakefield- Reifsteck Reid Wakefield & Fanning Company, Adrian Greenwell- Highway Department Engineer, Kyle Richards – Building and Grounds, and Jennifer Jenkins -CB Office Manager.

### **Agenda Item 2 - Adoption/Amendment to the Agenda**

A motion was made by Green to accept the agenda as presented, second by Steinbaugh to adopt the agenda. Motion was carried by acclamation.

### **Agenda Item 3 – Approval of minutes- October 23, 2023**

A motion was made by Green, second by Stark to approve the October 23, 2023 minutes. Motion was carried by acclamation.

### **Agenda Item 4 - Audience Comments**

There were no audience comments.

### **Agenda Item 5- Update-Status- Central – Investment Grade Audit- Blaine Meadows**

Meadows provided a brief update of the status of how things are going with the current energy efficiency program with the County and Centrica. Since the signing of the contract in February, Centrica has sent out the RFP's and also conducted site walks with the contractor's that were submitting bids. There were a total of 16 companies participating in the bidding process. Centrica noted that this is a better number of companies than what they expected as in the past Vermilion County has not had significant success in contractor bidding. The Joseph G. Cannon Building projects proposed are as follows; led lighting, and window replacement solution, with the consent of the State Historical Preservation Society as well as the National Park Service.

The Rita B. Garman Vermilion County Courthouse projects proposed are as follows; led lighting, mechanical upgrades with the water source heat pumps being replaced, also a control system to regulate the heating & cooling to ensure efficiency, window replacement throughout the building, they will also be looking at the entire building to search for any other energy efficiency opportunities such as leaks, air flow, etc.

The Vermilion County Highway Department and the Maintenance Building will also be looking at replacement led lighting throughout their facilities.

The Vermilion County Health Department will be looking at some mechanical upgrades with led lighting as well as the rooftop renewal energy system as well.

They are looking at led lighting replacement at the Animal Shelter.

They are anticipating at the end of this month for all of the final bids to be completed.

Green advised that he is more concerned about the energy efficiency with the current windows that are in the Joseph G. Cannon Building. Especially since we just replaced the HVAC system within the last year. The windows are not efficient at all. Steinbaugh advised that he would think that most of these companies that would look at these windows would have the background with historical buildings/window restoration or replacement.

Meadows also advised that he was provided with information that an outside architectural firm would be providing a third party review of the proposal from Centrica. He wanted to confirm that this is the case. Finance Chairman, Miller asked that Centrica propose the question to the Property Committee in which he is not looking for an answer at this time. He just wanted the committee to be aware.

### **Agenda Item 6 – Service Order – Reifsteck, Reid, Wakefield & Fanning – Dan Wakefield (Project Architect)**

Mr. Wakefield did explain that there has been plenty of public entities that has to deal with historical aspects of buildings. There are ones out there that has done it to the exact of what the State Historical Society requires. There is kind of a fine line between historical, energy efficiency, and accessibility. Accessibility is the toughest one to deal with as most of your older windows are not easy to deal with such as the style and weight, etc. The hardware is also sometimes hard to come by. He would like to know, if the windows are approved to be replaced, what manufacturer would be used.

Reifsteck, Reid, Wakefield, and Fanning are here to have the committee accept their service order for the next project which is the feasibility project. This is for the 2 courtroom locations (3A & 3B) at the Rita B. Garman Vermilion County Courthouse. The next steps would be for the architectural firm to come in and survey the courtrooms themselves to understand the current spaces and then will have the structural engineer come out to assist in determining what options are available for a remodel of said courtrooms. Green moved to approve this service order, second by Steinbaugh. Upon the call of roll the following voted yes to wit; Green, Hoag, Steinbaugh, Shepard, and Baughn. 6-yes 3-absent.

### **Agenda Item 7- Resolution RE: Vermilion County Highway Department Surplus Equipment**

Greenwell explained that this is for the surplus of the road grater that was replaced by the County last year. They would like to put this up for sale. Steinbaugh asked if they had received an appraisal to kind of know the value of the used equipment. Greenwell explained that they had spoken to Martins and they advised at minimum around \$12,000.00

The Highway utilized Sourcewell to purchase the new one so therefore they could not do a trade in. Motion by Green, second by Stark to approve the surplus. Upon the roll of call the following voted yes to wit; Green, Hoag, Steinbaugh, Shepard, Stark, and Baughn. 6-yes 3-absent.

### **Agenda Item 8- Executive Session**

Not necessary.

### **Agenda Item 9- Items of Information and Committee Concerns**

Baughn Jr. advised that the former EMA facility was damaged by significant winds and we are in the process of awaiting an appraisal. Hoag asked if there has been any advancement with the Annex/Bresee Tower demolition. Baughn advised that there is an intergovernmental agreement that is being worked on by both legal parties for the City and the County.

**Agenda Item 13 – Adjournment**

Green adjourned the meeting at 5:36

Minutes by: Jennifer Jenkins, CB Office Manager