

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, and Becky Stark. Britny Hoag, Todd Johnson, and Billy Ryan were excused. 4 present and 3 absent. Also present were: CB Members- Tim McFadden, Lon Henderson, Jerry Hawer, and Steve Miller joined @ 5:13 P.M., B&G Maintenance Supervisor- Kyle Richards, Steve Brandy- WDNL, and Jennifer Jenkins -CB Office Manager.

Agenda Item 2 - Adoption/Amendment to the Agenda

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

Agenda Item 3 – Approval of minutes- April 15, 2024

A motion was made by Stark, second by Steinbaugh to approve the April 15, 2024 minutes. Motion was carried by acclamation.

Agenda Item 4 - Audience Comments

There were no audience comments.

Agenda Item 5- Budget- Building & Grounds- 5 Year Capital Plan

Jennifer Jenkins, B&G, explained that the 2 significant changes within the proposed B&G/Maintenance & Housekeeping budget are the following; one additional housekeeping position, this is due to attrition. There was one new housekeeping employee hired recently however, that did not work out. Furthermore, it is somewhat difficult to hire when there are limited applicants. This proposed additional position cost for the next fiscal year is \$34771.00 and a possible, additional, \$12,540.00 for insurance. The second significant change would be for the Vermilion County Animal Shelter maint/repair line. The requested additional amount would be \$200,000.00. Jenkins explained that this would be utilized mainly for HVAC replacement, as well as, ventilation replacement, mason rework, updating of electricity, a possible well for just cleaning out kennels, amongst several other projects for the next fiscal year. Baughn explained that even with the talk of the assessment for a new or remodeled shelter, that could take quite some time and something needs done immediately. An additional increase was also placed in the equipment lease/purchase line item as Centrica moves forward with projects, this could create additional projects for maintenance possibly requiring them to rent/lease/buy equipment that the County does not currently own. Other lines that have been increased are the electricity/gas lines as forecasting does indicate an increase in the industry in these prices. Baughn also added that he is looking into the previous history and agreement of the purchase of the EMA facility. Board member McMahon had brought up some questions in regards to our ability to tear down and/or sell the property. Baughn is quite confident when saying that he thinks we are just NOT able to sell the property otherwise, we can do with the structure as we see fit. Board Member Henderson included that he thought that we needed to update items at the shelter now so that that there is not even more deterioration. He included that we must take care of our properties. Hawker advised that he agreed with this amount of increase for the Shelter updates/remodel. He also advised that with the amount of moisture within the structure on a daily basis that frequent work is required. McFadden also asked if there are current requests that are not being fulfilled by the Maintenance team due to lack of funds? He added that the current state of the facility certainly did not happen overnight. Kyle Richards spoke on behalf of the Maintenance team explaining that yes, there were items that have been neglected, however the additional money will bring the Shelter to where it needs to be internally and externally. There has been things that have been replaced over the year and then it is destroyed/damaged within a few months after it has been replaced. Doors are a good example of this. They have replaced several doors only to have them destroyed within a short time. He also added that the electrical panel on the original side of the Shelter was replaced within the last two months. The other issue that was brought up was the water heater. Richards advised that this room was completely full of supplies, and other materials so the combustion air was gone. This has since been rectified. Steinbaugh motioned, second by Stark to approve the proposed B&G 2024-2025 budget. Upon the roll of call the following voted yes to wit: Green, Steinbaugh, Shepard, and Stark. 4 Yes and 3 absent.

Agenda Item 6 - Discussion – Animal Shelter Planners of America

Green asked the committee what they would like to see happen with this report. What are the County's next steps? Stark asked if there was a total cost for what they are proposing. Green advised that as you read through it that yes, there are costs included. Hawker asked that if they did decide to move forward whether with remodel or rebuild, where would the money come from. Green advised that most could come from ie; donations, referendum, general fund, other sources that we could think of. He also added that we also need to include the community when trying to come up with a solution to the Shelter issues. Baughn discussed the comparison of other shelter improvements throughout the region as described in section E. He would like to take a look at some of these structures to see how they would relate to our needs. Steinbaugh added that we need to ensure that we are not enabling the community to not be responsible for the care/needs of their pets. He understands that it isn't just this area it is all over. It is costly for the taxpayers because we are now having to take responsibility for their pets at the Animal Shelter and it is costly. Stark agreed and mentioned that she, herself, had stray cats show up at her house and she took them to get fixed. Green asked the committee what they wanted to do with this report. Would they want to continue repairing the Animal Shelter structure, do we tear down the old part and build a new structure in its place, or, do we build an entire new structure? Green advised he would be in favor of option 2 or 3 listed above. Hawker advised he thinks around 52% of the animals at the shelter are from the City of Danville. The County is not responsible to enforce any municipal laws. The City currently pays only around \$125,000 annually to the County. This needs to be changed. Baughn advised that this currently being worked on. Henderson advised that we are currently working on a ten year contract with the City and it needs updated. Green suggested allowing time for the community to study this assessment and possibly CB members discussing options with the community.

Agenda Item 7- Executive Session

Not necessary.

Agenda Item 8- Items of Information and Committee Concerns

Steve Miller, CB Finance Chairman, asked if this committee has approved the tearing down of the Annex. Also are we aware of it associated costs. Baughn advised that there will be and Executive/Legislation committee meeting on Thursday to discuss this subject.

Agenda Item 9 – Adjournment

Motion by Steinbaugh to adjourn, second by Green.

Green adjourned the meeting at 6:01

Minutes by: Jennifer Jenkins, CB Office Manager