

Fulton County Board Committee Agenda

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Committee: Property & Courts

Meeting Place: Fulton County Board Office, 257 West Lincoln St., Lewistown, IL 61542

Time: 5:45pm

Date: September 6, 2022

CALL IN INFORMATION:

Call in number: **1-701-802-5102**

Meeting code: **752 2228**

1. Call to Order

Time: 5:45pm

MEMBERS:

Cindy Arnett (present/xxxxxx)

Stan Berry (present/xxxxxx)

Nestor Madson (present/xxxxxx)

Brian Platt (present/xxxxxx)

Heidi Wilner (present/xxxxxx) by phone

Other Board Members: Roger Clark

Elected & Appointed Officials: None

Staff: Cindy Simpson – Fulton County Board Administrative Assistant, Audra Miles -
Comptroller

Guests: Bill Phillips – Graham and Hyde Architects, Inc.- by phone

2. Roll Call

Roll call was taken, quorum present

3. Call for Additions/Deletions To and Approval of the Agenda

Member Madson moved to approve the agenda with a second from Member Berry. Motion carried by roll call vote (5-0).

4. Approval of Previous Minutes from August 2, 2022

Member Madson moved to approve the minutes from August 2, 2022 with a second from Member Berry. Motion carried by roll call vote (5-0).

5. Announcements, Communications and Correspondence – None

6. Public Remarks – None

7. Claims

a. Discussion/Action: Claims

Member Platt moved to approve the claims with a second from Member Madson. Motion carried by roll call vote (5-0).

7. Old Business

a. Discussion/Action: Kone Elevator agreement

Chairman Clark discussed the Kone Elevator agreement and stated the contract is for 5 years. There is no need for the 24/7 service for an additional \$130.00 per month. The elevator currently has a phone connected to the Sheriff's Office for any emergencies.

Member Madson moved to approve the Kone Elevator with a second from Member Platt. Motion carried by roll call vote (5-0).

b. Discussion/Action: Property Repairs

Bill Phillips discussed the Courthouse women's bathroom project that outlined leaving the existing finishes and to put in new LED lighting, hard core door and hardware.

For the men's room Phillips suggested the same outline and leaving the existing finishes.

Member Madson inquired what the approximate additional cost would be to upgrade the tile work.

Bill Phillips stated it would increase the project cost by \$15,000.00 to \$20,000.00 per bathroom.

Member Platt stated the extra money would be better spent towards work that needs to be done in the men's restroom.

Bill Phillips provided an update on the Palin building. Bill researched how the Federal Government stores non replaceable federal documents. The Federal Government uses a wet fire suppression system and in the event of a fire, one sprinkler at a time will go off until the fire is contained. The alarm system would generate an alarm to the local fire department.

Bill has not had the opportunity to work up an estimate for the wet fire suppression system. Phillips stated the price advantage could be substantially lower. Phillips could only estimate the cost of wet sprinkler system of approximately \$50,000.00. Bill discussed removing the existing ceilings and putting in wire partitions between the various storage areas. This would allow a lockable storage area for those who need the storage at lower cost. Bill discussed if the Federal Government uses a wet fire suppression system for their documents, this is something the county should consider.

Member Madson inquired if a new building is constructed would a sprinkler system be required. Phillips stated yes, a sprinkler system would be required.

Chairman Clark stated Mr. Palin indicated he is flexible on the price of the Palin building.

The Property committee discussed to do the renovations for the Women's and Men's restrooms and the courthouse stone columns projects will both be paid for using ARPA funds.

The air conditioner project will come out the property budget not ARPA.

Member Platt moved to approve the use of ARPA funds for the conservative repairs of the women's and men's restrooms and to send the projects out for bid with a second from Member Berry. Motion carried by roll call vote (5-0).

c. Discussion/Action: Property Budget FY23

Member Arnett discussed the Property budget needs to be adjusted. Comptroller Miles discussed the Finance committee would like to create a new Capital Improvement Fund for the Property budget adding \$250,000.00. This is based on financial feasibility from the current budget. The

Capital Improvement fund would carry over from year to year as opposed to moneys in the General fund that are wiped clean at the end of the Fiscal year.

The repairs and maintenance line item currently has \$85,000.00 and the proposal is to obtain a generator, air conditioner and general repairs are used from this fund. Miles suggested reallocating \$65,000.00 from the maintenance line item to the new Capital Improvements Fund. This would allow all capital improvements to be paid from the new Capital Improvements Fund.

Member Arnett inquired if purchasing the Palin building could the funds be used from the Capital Improvement Fund next fiscal year. Miles stated the funds can be used for building improvements.

Member Clark discussed the ARPA funds cannot be used to purchase a new building.

Miles discussed the list of improvements that are needed, and the Property committee needs to determine what projects will be done.

Member Arnett discussed the stone columns on the courthouse is a good place to use the ARPA funds. The other projects to use the remaining ARPA funds for would be the Women's and Men's restrooms and the floor tiles that are breaking or broken in the Circuit Clerk's office and Treasurer's office.

Chairman Clark discussed the wood work and the front doors of the Courthouse needs to be replaced soon.

Miles stated as the committee considers the purchase of another building, consider the foot print. If another building is purchased for storage what is the space on the third floor in the courthouse going to be used for. If this is used as office space, the space needs electrical, IT, flooring and walls built to be useable office space.

The county currently has ownership of the Jane Boyd building, the board office and possibly the Palin property. The best utilization of the space of the buildings the county owns needs to be considered. The Palin building will need maintenance and utilities. All the costs associated with owning property need to be considered before the purchase.

Miles discussed in the Property budget, contractual labor is for FY23 budgeted at \$15,000.00. In the current budget contractual labor is over budget by \$3,000.00. A line transfer of \$4,500.00 has been added to the line item to finish the year out. The Property committee agreed to increase contractual labor to \$20,000.00 for FY23.

Utilities at the courthouse have increased with the new electric portion of the rates being higher. Currently, there is no way to know estimate the gas prices for the winter and the current budget for FY22 is \$35,000.00. The property committee discussed to increase the utilities budget to \$40,000.00 for FY23 for the courthouse. Miles will make the updates to the Property budget and will provided an update to the Finance committee.

Member Madson moved to approve the amended budget with a second from Member Berry. Motion carried by roll call vote (5-0).

8. **New Business** – None
9. **Declaration of Surplus Property** – None
10. **Executive Session:** – None
11. **Misc.** – None
12. **Adjournment**
Time: 6:22 pm