

PROPERTY COMMITTEE MINUTES

DATE OF MEETING: August 10, 2016 at 7:00 a.m.

MEMBERS PRESENT: Christy Pruser, Camille Redman, Cris Rogers and Terry Ferguson, Chair. Also present Kevin Kemp, Maintenance Supervisor. Redman left at 7:55 a.m.

MEMBERS ABSENT: Terry Hoffman

SUMMARY OF DISCUSSION:

- Motion by Redman, 2nd by Pruser to approve June 2016 minutes. Voice vote, motion carried.
- Motion by Rogers, 2nd by Redman to approve the claims. Voice vote, motion carried.
- Received two quotes for pouring a concrete floor in the new storage facility.
 - Rogers Concrete - #1 \$11,160.00 with 4" thickness; #2 \$12,000 with 5" thickness
 - K&K Construction - \$14,200Rogers Concrete suggested removing 4-6" of the current aggregate and replacing it with a sand mix prior to concrete.
Motion by Rogers, 2nd by Pruser to recommend to the full board to accept quote #2 from Rogers Concrete in the amount of \$12,000 to pour a concrete floor at the new storage facility. Voice vote, motion carried.
- Discussion on budget for 2017. Would like to try to budget for another maintenance vehicle. With only one vehicle it makes it difficult for both of them to be at the different facilities at the same time. Will also get an estimate to redo the parking lot and replace unit 3 air conditioner at the county building.
- Would like to send Kris Hedrick to Richland Community College to obtain a Commercial HVAC certification. This would reduce the number of service calls and expense to the county. Will get more information.
- Would like to purchase storage/compartments bins. Will address next month.
- Discussion on developing a policy concerning call in/call back time. This policy would also affect the animal control and EMA departments. Committee felt that a minimum of 2 hours for call in/call back is reasonable. Motion by Rogers, 2nd by Pruser to recommend to the finance committee to develop a policy concerning call in/call back time. Voice vote, motion carried.
- Discussed condensation problems at the animal shelter and ambulance building. Rogers informed the committee that he has had the architect out to the animal shelter and has contacted JKE to provide a quote to install ventilators in both buildings. Will continue monitoring and moving forward to correct the problem.
- General discussion on all the kitchen type of appliances located throughout the various offices in the county building. Also discussed getting a refrigerator for the animal shelter to use in their break room.
- Motion by Rogers, 2nd by Pruser to adjourn at 8:05 a.m.

COMMITTEE ACTION:

Approve June 2016 minutes.

Approve the claims.

Recommend to the full board to accept quote #2 from Rogers Concrete in the amount of \$12,000 to pour a concrete floor at the new storage facility.

Recommend to the finance committee to develop a policy concerning call in/call back time.

RECOMMENDATIONS TO THE FULL BOARD:

Recommend to the full board to accept quote #2 from Rogers Concrete in the amount of \$12,000 to pour a concrete floor at the new storage facility

DATE OF NEXT MEETING: September 7, 2016 at 7:00 a.m.