

## PROPERTY COMMITTEE MINUTES

**DATE OF MEETING:** June 8, 2017 at 7:00 a.m. DeWitt County Building

**MEMBERS PRESENT:** Christy Pruser, Scott Nimmo, Lance Reece, Cris Rogers and Terry Ferguson, Chair. Also present – Kevin Kemp, Maintenance Supervisor and Dee Rentmeister, County Administrator.

**MEMBERS ABSENT:** None

### **SUMMARY OF DISCUSSION:**

- Motion by Pruser, 2<sup>nd</sup> by Reece to approve last months' minutes. Voice vote, motion carried.
- Motion by Nimmo, 2<sup>nd</sup> by Rogers to approve all claims. Kevin informed committee that the bills from K&K and Rock Star were for additional work that had to be done above the original bids. K&K ran into additional drywall repair/replacement once they began the water damage project. Rock Star installed software on additional computers for the camera security system at the jail. After discussion, with a voice vote, motion carried.
- Discussion on the parking lot. Recently an employee fell in the lot at an area that has deteriorated. Will be patching these areas. Ferguson indicated that he had talked with the county engineer about providing some assistance in the repair/replacement of the parking lot and that the county engineer indicated that he wanted direction from the Road & Bridge Committee. Will discuss again next month. Kevin informed the committee that he is still waiting on Nelson Excavating to do the work on the manholes in the sheriff's office parking lot.
- Update report:
  - The expansion tank has been installed.
  - Roof repairs are complete.
  - Hulvey has been working on the unit at the jail.
  - Landscaping work at the county building
  - Painting of the common areas at the county building has been completed. Will begin painting other areas as time allows.
- Discussion concerning the recent retirement of a janitor. Maintenance has been and will continue to offer to assist with some janitorial duties. Would be willing to incorporate some janitorial duties with the new maintenance position if the sheriff approved.
- Orry Cummings, SmartWatt, was available to answer any additional questions from the committee concerning their energy savings proposal and the next step in the process. The next step would be to advertise for an RFQ to determine qualified vendors. If the county choose not do any projects after the investment grade engineering audit was performed then the county would owe SmartWatt for the this audit. Committee asked Orry to provide a sample contract along with a ball park estimate of the engineering energy audit and let us know how long the engineering audit would be good for. Will discuss again next month.
- Motion by Nimmo, 2<sup>nd</sup> by Pruser to adjourn at 8:27 a.m.

### **COMMITTEE ACTION:**

Approve last months' minutes  
Approve the claims.

### **RECOMMENDATIONS TO THE FULL BOARD:**

None

**DATE OF NEXT MEETING:** July 5, 2017 at 7:00 a.m.