

PROPERTY COMMITTEE MINUTES

DATE OF MEETING: September 6, 2017 at 700 a.m. DeWitt County Building

MEMBERS PRESENT: Lance Reece, Christy Pruser, Cris Rogers, Scott Nimmo and Terry Ferguson, Chair. Also, present – Kevin Kemp, Maintenance Supervisor and Dee Rentmeister, County Administrator. Pruser left at 7:35 a.m.

MEMBERS ABSENT: None

SUMMARY OF DISCUSSION:

- Motion by Pruser, 2nd by Reece to approve last months' minutes. Voice vote, motion carried.
- Motion by Pruser, 2nd by Reece to approve all claims. Voice vote, motion carried.
- Discussion on destroying old law library books. Will check to see if they can be recycled or if the museum would want them.
- Discussion on relocating the zoning office and minor remodeling to the existing zoning office for the county administrator's office. Maintenance will work with the zoning officer to see if the smaller office can accommodate.
- Discussion on allowing the maintenance department to make purchases up to \$5000 without county board approval; only committee approval. The current procedure only allows expenses/purchases up to \$1000 and there are many maintenance items that cost more than \$1000 and having to get board approval has at times delayed repairs/projects. Motion by Reece, 2nd by Nimmo to recommend to the full board to allow the maintenance department to spend up to \$5000 without board approval; only committee approval. Voice vote, motion carried.
- Discussion on the purchase and installation of air controller at the jail. Received a quote from Hulvey without labor costs; only training costs. Waiting on quote from King Lar. Will send quotes to the finance committee for action.
- Discussion on the parking lot at the county building for budgeting purposes.
- Celebrate Clinton group has contacted Ferguson about painting a mural of the old courthouse and putting it on the west side of the county building. No cost to the taxpayers as donations will be accepted. Motion by Rogers, 2nd by Nimmo to recommend to the full board to authorize Celebrate Clinton to bring the concept of attaching a mural of the old courthouse to the west side of the county building forward. Voice vote, motion carried.
- Ferguson indicated that the museum would like to borrow the time capsule from the old courthouse and put it on display. Motion by Rogers, 2nd by Nimmo to recommend to the full board to loan the time capsule from the old courthouse to the museum. Voice vote, motion carried.
- Need to purchase more carpet squares to replace the tile in the state's attorney's office and have spares on hand. Cost would be \$2344.10. Motion by Rogers, 2nd by Reece to recommend to the full board to purchase additional carpet squares at a cost of \$2344.10. Voice vote, motion carried.
- Project updates.
- Motion by Reece, 2nd by Rogers to adjourn at 8:06 a.m. Voice vote, motion carried.

COMMITTEE ACTION:

Approve last months' minutes

Approve the claims.

Recommend to the full board to allow the maintenance department to spend up to \$5000 without board approval; only committee approval.

Recommend to the full board to authorize Celebrate Clinton to bring the concept of attaching a mural of the old courthouse to the west side of the county building forward.

Recommend to the full board to loan the time capsule from the old courthouse to the museum.

Recommend to the full board to purchase additional carpet squares at a cost of \$2344.10.

RECOMMENDATIONS TO THE FULL BOARD:

Recommend to the full board to allow the maintenance department to spend up to \$5000 without board approval; only committee approval.

Recommend to the full board to authorize Celebrate Clinton to bring the concept of attaching a mural of the old courthouse to the west side of the county building forward.

Recommend to the full board to loan the time capsule from the old courthouse to the museum.

Recommend to the full board to purchase additional carpet squares at a cost of \$2344.10.

DATE OF NEXT MEETING: October 4, 2017 at 7:00 a.m.