

## PROPERTY COMMITTEE MINUTES

**DATE OF MEETING: February 7, 2018 at 7:02 a.m.**

**MEMBERS PRESENT:** Christy Pruser, Scott Nimmo, Cris Rogers, Lance Reece and Terry Ferguson, Chair. Also, present – Kevin Kemp, Maintenance Supervisor. Pruser left at 7:34 a.m.

**MEMBERS ABSENT:** None

### **SUMMARY OF DISCUSSION:**

- Motion by Pruser, 2<sup>nd</sup> by Nimmo to approve last months' minutes. Voice vote, motion carried.
- Motion by Pruser, 2<sup>nd</sup> by Nimmo to approve the claims. Voice vote, motion carried.
- Discussion on beginning the process to replace the parking lot at the county building. Ferguson indicated that he had talked with the county engineer about providing the engineering work for this project. The county engineer felt that he shouldn't do the engineering work because his salary was paid for with motor fuel tax money. Will contact Chastain & Associates and SKS Engineers to have them provide a proposal for the engineering costs.
- Project updates:
  - LED lights/fixtures have been ordered. Discussion on disposing of the old lights/fixtures.
  - The law library relocation is complete. Some book shelves for the books and a computer with internet access will be moved into the area.
  - Discussion on locking the door from the judge's area into the state's attorney's file area. Will look into a crash bar type of locking mechanism.
  - Kevin's underground storage operator license is due for renewal. He will be completing the renewal.
  - Committee reviewed proposed floor plan for remodeling the zoning/county administrator's office space. Committee had no issues with floor plan.
  - Cleanup of the computer closet area in dispatch is continuing.
- Rogers asked to discuss and act next month on completing the parking lot areas at the east annex.
- Motion by Ferguson, 2<sup>nd</sup> by Rogers to go into executive session at 7:48 a.m. to discuss security issue and performance evaluation on the maintenance supervisor. Voice vote, motion carried.
- Motion by Reece, 2<sup>nd</sup> by Nimmo to return to regular session at 8:36 a.m. Voice vote, motion carried.
- Motion by Rogers, 2<sup>nd</sup> by Ferguson to adjourn at 8:37 a.m. Voice vote, motion carried.

### **COMMITTEE ACTION:**

- Approve last months' minutes.
- Approve the claims.

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

None

**DATE OF NEXT MEETING: March 7, 2018 at 7:00 a.m.**