Ogle County
Long Range Planning – Courthouse Renovation Committee
September 7, 2010

Tentative Minutes

1. Call to Order – by Stahl at 10:34
    - Members present: Rice, Stahl, Messer, Gronewold
    - Members absent: Nye, Gouker, Hopkins
    - Others present: DeArvil, Barnes, McKinley, Coffman, Huntley, Hendrickson

2. Approval of Minutes: August 3, 2010
    - Motion by Gronewold
    - 2nd by Messer
    - Motion carried

3. Courthouse Renovation Project- Review & Possible Action:
    - Project Update-
        i. Landscaping has been reseeded and watered with no more fees to us
        ii. Hess sandstone refurbishing is in progress and Ed and Rich are monitoring and approving.
        iii. Flower bed barriers – Harn is working on getting the beds set up to choose if we want 2 or 3. Stahl will ask Forward Oregon maintain them to match the others in Oregon.
        iv. Final punch list – McKinley said she has added Huntley's final items for maintenance and working with RJC and H&R for final execution and sign off.
        v. BOS and H&R furniture– McKinley updated the problems with the clerk book shelves and panels that don't fit the scanner equipment, which H&R has to get right with no cost to the county since this was a miss on their part.
        vi. Veterans names - DeArvil asked what we could do to get the second floor landing updated with current veterans names. Messer indicated it's an issue for Maintenance. It stops at Korean War now. Rice will contact Rich Day to see if he can help.
    - Courthouse Budget & Billings- McKinley distributed and reported on the current month's courthouse project reconciliation noting we will end at least $100,000 under budget.
    - Additional Scope Items
        i. A/V equipment – Software is needed to allow the County Clerk to monitor in the board room that the recording equipment is actually working right. We had problems last month that interrupted the recording and didn't know it. This will cost $2,598.65 and

McKinley will confirm whether or not there is an additional annual maintenance cost also.

- Rice moved to approve $42,598.56 to purchase the GUI Software, subject no maintenance costs annually.
- 2nd by Messer
- Motion carried with one nay vote, by Gronewold.

ii. Elevator – The scratches on the corner panel will be paid for by BOS, after negotiation and escalation discussions by McKinley. The door opening hesitation has been fixed.

- Motion to approve work to be done not to exceed $2665,99 and to be paid by BOS by Messer
- 2nd by Gronewold
- Motion carried.

- Change Orders –

i. McKinley discussed the remaining furniture needs after departments have been in the building for a month. This includes reworking Animal Control's configuration (and splitting the cost with BOS and H&R), adding filing cabinets to the Treasurer's office, adding filing cabinets to the Administrator and Chairman's workspaces.

1. Rice moved to approve the $3,450 request for furniture needs, less the $400 for a filing cabinet in the Chairmans office, for a total of $3,005.
2. 2nd by Gronewold
3. Motion carried

ii. McKinley confirmed the final furniture in the Pines Road facility will be reviewed by the Senior Center agencies and then the rest of the agencies and that anything left could then be auctioned. We will keep any of the antique desks, bookshelves, and doors until we confirm whether or not they are needed in the renovated courthouse, which McKinley and Hendrickson are reviewing. Rice will talk with Hopkins about the auction. The committee also suggested Ebay.

4. Approval of LRP Bills

- Motion to approve $173,574.43 assuming liens are clear and final work is done
- 2nd by messer
- Motion carried

5. New Business

- Timeline for Disbanding Courthouse Renovation LRP Committee- Rice said they'll meet one more month and then anything else goes to Executive Committee for approval. This means the last meeting will be in October.

- Tuckpointing the building – The committee would like to ensure building tuckpointing and sealing is done next spring and will ask the next group established to oversee the LRP funds to oversee this. Let the record show it is to be for both tuckpointing AND sealing.
- U of Itree recommendation – McKinley will put the bid for this work out. Wright should do the power line trimming. Grover did it last time. We should get maintenance to pull out the bushes and not put it out to bid.
- Misc – Huntley asked McKinley to check with Mike Brown about the waxing in basement that had furniture back on too soon as well as see if the Pines Road refrigerator could be used in the break room since we have a spot and no fridge in the second floor.

5. Public Comment – Rice thanked the Historic Society for doing such a great job in their work on the building artifacts.

6. Next Meeting Date – October 5, 2010.

7. Adjournment- motion to adjourn by Rice at 11:30

Respectfully submitted,
Meggon McKinley, Ogle County Administrator

Kim Stahl – Chairman