

County Facilities Committee
Tentative Minutes
(Remote Attendance due to COVID-19 Crisis)
August 11, 2020

1. Call Meeting to Order: Chairman Typer called the meeting to order at 1:00 p.m. Present: Kenney, Reising and Sulser. Present via audio: Billeter, Fox and Griffin. Others: Sheriff Brian VanVickle.
2. Approval of Minutes – July 14, 2020: Motion by Kenney to approve the minutes as presented, 2nd by Griffin. Motion carried.
3. Project Status Report: Sheriff VanVickle reported the following:
 - Judicial Center Drinking Fountain: on hold due to budget
 - Slip & Fall Training: will check on status
 - Water leak at EOC: still working on the issue, blacktop needs to be repaired
 - Iron Mike: Griffin gave a brief update
 - Tuck Point Courthouse: will follow up with wall repair
 - EOC Generator: waiting on quotes for transfer switch; it should fall under the CURES grant
 - Focus House Sidewalk: no update
 - Communication Tower: demolition bid will go before the 911 Board
 - Treasurer’s Light: completed
4. LRP/IT Update: Griffin stated the Judicial Center Annex project is moving along very well and under budget. They are looking into solar panels and the furniture bid came in good.
5. Old Business
 - Budget Performance Report: Budget is at 76%.
 - Procedure for Maintenance Requests: The portal is working and most of the issues coming through are for the jail. They have had 2 other department requests come in. Typer would like to see some reports.
 - Storage Shed Repair: VanVickle stated they are working through it.
 - Campus Landscape & Grounds Maintenance Projects: VanVickle stated the budget contains \$10,000 in Line 4540.20 that has not been used. He would like to obtain some quotes from a few landscaping companies to do the initial work. Typer stated the north side of the Judicial Center needs to have the rock come up to the building foundation. Griffin suggested leaving the front of the Courthouse alone since Oregon Park District maintains it. VanVickle stated their main concern is the Judicial Center and Pines Rd. Annex.
 - Other: None
6. New Business
 - New Problems/Projects: VanVickle stated they have had 7 requests for jail maintenance in the last 10 days. He also noticed a ceiling leak in Conference Room 100 of the Courthouse today.

- Other: Kenny mentioned that the Courthouse steps look great and thanked the Maintenance staff for cleaning them.
VanVickle stated the new jail has a body scanner area and he is getting a few quotes for one. He is waiting to get clarification to see if the cost can be covered under the CURES grant. It is something he would like if there is remaining money.
Typer would like to see old County Board group photographs displayed in the Courthouse. He asked VanVickle to work with County Clerk Cook on locating them. Griffin agreed; it is important to document everything.

7. Approval of Bills

- Credit Card Billing: None
- Department Billing: Motion by Kenney that the department billing has been reviewed, 2nd by Reising. Motion carried. Total: \$52,340.38

8. Closed Session: None

9. Adjournment: With no further business, Chairman Typer adjourned the meeting.
Time: 1:43 p.m.

Respectfully submitted,
Tiffany O'Brien

PROJECT STATUS REPORT

12/19 The tree just west of the Courthouse parking lot is in bad shape and appears to be dead. Please check this tree and the other trees on the Courthouse lawn to be trimmed, pruned and/or removed. Action – 6/20 COMPLETE 2/20

10/19 Judicial center 1st floor drinking fountain (\$2100). Action – 1/20 Work delayed until FY21 due to covid budget considerations

9/19 Slip and Fall Training is offered through the safety committee. Action – 1/20

9/19 Water leaked in on the switch at the EOC – plan landscape repair 6/20

Iron mike move – start 10/18 plan complete 6/19 – work moved to 9/20- Griffin

Tuck point courthouse – start 1/19 plan complete 6/19 the walls to be painted in the fall.

EOC Generator – 4/19 plan complete 6/19

Focus House sidewalks – 4/19 plan complete 5/19 Focus Foundation/Sulser

Communication tower extension – plan complete 6/19 – waiting FCC/vendor to disassemble 6/20

Weld Park electric upgrade – 4/19 plan complete 6/19

12/19 update; the Safety committee has requested that the Park should remain closed until the Electric service is updated because it currently is a safety hazard. It is requested that this be repaired ASAP so the park is ready in the spring. WORK MUST BE COMPLETE APRIL 1, 2020. This project oh hold for finance and budget consideration due to covid budget considerations (6/20)

1/20 Judicial Center lighting to be replaced as we go. COMPLETE 6/20

1/20 Treasurer's Light repair

1/20 Skylight at EOC/Health Dept. COMPLETE 2/20

1/20 3rd floor Lobby light, Courthouse COMPLETE 6/20