

Minutes of the Property Committee

The Property Committee of the McLean County Board met on Thursday, March 1, 2001 at 4:30 p.m. in Room 700, Law and Justice Center, 104 West Front Street, Bloomington, Illinois.

Members Present: Chairman Salch, Members Bostic, Owens, Selzer and Nuckolls

Members Absent: Member Hoselton

Staff Present: Mr. John M. Zeunik, County Administrator;
Mrs. Carmen I. Zielinski, County Administrator's Office

Department Heads/
Elected Officials

Present: Mr. Jack Moody, Director, Facilities Management;
Mr. Bill Gamblin, Administrator of E-911, Emergency Telephone Systems Board

Chairman Salch called the meeting to order at 4:30 p.m. Chairman Salch presented the Minutes of the February 1, 2001 meeting for approval. Hearing no objections, Chairman Salch accepted and placed the Minutes of the February 1, 2001 meeting on file.

Mr. Jack Moody, Director of Facilities Management, presented a request for Permission to Hold a Candlelight Vigil and Display Ribbons on the North Courtyard of the Law and Justice Center to promote awareness of Child Abuse Prevention and Awareness Month. This candle light vigil is a powerful opportunity to kick off National Child Abuse Awareness and Prevention month with a positive, united statement of hope for children. The program will tentatively consist of speeches from the Mayors of Bloomington and Normal, County Board representatives and Ms. Billie Larkin. There will be a poetry\essay reading by a child and an adult survivor. The event will end with a child choir\accappella group and the distribution of blue ribbons to wear during the month.

Chairman Salch inquired into the necessity of the Property Committee to discuss and approve this type of request. It is Chairman's Salch opinion that the Office of the Administrator could review and approve these kind of events.

Mr. Zeunik explained that in the past the Property Committee has reviewed these types of requests, which amount to four or five request per year.

Mr. Selzer commented that the Property Committee should oversee these types of requests because there might be some type of liability, for example, what would the County's position be if the KKK requested the use of the grounds.

Mr. Zeunik noted that for after hour events, the building is not available to the public. The Sheriff is notified of these events in order to provide the necessary staff.

Mr. Moody added that one of the prerequisites for the use of the grounds is that the organization provide their own clean-up.

Motion by Selzer\Owens to approve the request for permission to Hold a Candlelight Vigil and Display Ribbons on the North Courtyard of the Law and Justice Center to Provide Awareness of Child Abuse Prevention and Awareness Month as presented by the Facilities Management Director. Motion carried.

Mr. Moody presented a Tour Schedule of County Owned Facilities to the Property Committee. Mr. Moody stated that at the Committee meeting of January 4, 2001, the Property Committee asked the Facilities Management Director to develop a schedule to tour all County owned Facilities. The schedule presented provides convenient dates and times for the Committee to tour the facilities beginning in April and concluding in July. The tour times are scheduled during regular working hours so department heads and staff will be available to answer questions from the Board members. After some consideration, Thursday afternoons seemed to be the most appropriate day for these tours.

Mr. Moody commented that if a particular Board member cannot make any of the scheduled times, Mr. Moody would be available to give a private tour to the Board member.

Ms. Bostic asked if the tour being attended by Board members would be considered an "Open Meeting." Mr. Zeunik replied that the media would have to be notified of this tour schedule.

Chairman Salch commented that this tour schedule should not require a formal action from the Property Committee. Mr. Zeunik concurred that no action is needed from the Committee.

Chairman Salch opened discussions with Mr. Bill Gamblin regarding a request for Approval of Building Modifications for the 2411 Empire Street Building.

Mr. Gamblin stated that at a meeting with Ms. Shawn Walker, Mr. Jack Moody and Mr. Tom Hawk regarding the need to upgrade the entrance doors of the Empire Street Building to meet the Illinois Commerce Commission regulations, which required the doors to be of bullet resistant material and to install a control entry device. The outcome of this meeting provided the following: the 2411 Empire Building is still under the Public Building Commission (PBC); the project would need to be coordinated with the PBC and the County to complete the project; the scope of the project was beyond the resources of the Facilities Management Department; that the Facilities Management Director act as the Project Manager and Facilitator of the project regarding bidding, construction, etc., while working with the Emergency Telephone System Board (ESTB); that the ESTB will fund the project so that no costs would be incurred by the PBC or the County, and that the ESTB would provide the Facilities Management Director with the project requirements. Mr. Gamblin explained that the project consists of removing one of the two doorways from the lobby to the Center and updating the remaining door with bullet resistant material. This upgrade would also include an entry control device for the remaining door.

Chairman Salch asked when this building was constructed. Mr. Gamblin answered that the building was completed in 1997. Mr. Gamblin could not explain why this modification was not included at the time of construction.

Chairman Salch asked if this was the only security feature addressed by the Illinois Commerce Commission. Mr. Gamblin stated that the Illinois Commerce Commission advised that the telephone and mechanical equipment be separated from personnel by lock means. This modification has been made.

Chairman Salch wondered if these changes would be satisfactory with the local fire codes. Mr. Gamblin stated that the Fire Marshall would be informed of these changes and asked for their approval prior to construction.

Chairman Salch asked who will be funding this project. Mr. Gamblin explained that the Emergency Telephone System Board will be funding the entire project.

Mr. Owens asked for an estimated figure for this project. Mr. Gamblin stated that \$20,000.00 has been budgeted for the entire project. This amount could change depending on the bids received.

Mr. Selzer asked who will be regulating and inspecting this project. Mr. Gamblin stated that the Illinois Commerce Commission would perform the on-site inspection. The last visit by the Illinois Commerce Commission was in 1997. Mr. Selzer wondered if the

Illinois Commerce Commission would make a “mock” inspection to notify ETSB of any other issues that need to be brought up to date. Mr. Gamblin stated that ETSB is fortunate to know a former employee of the Illinois Commerce Commission who now works for Verizon in Bloomington. She has visited the facilities and made recommendations.

Mr. Nuckolls inquired as to a time table for the completion of this project. Mr. Moody stated that it all depends on the preparation of specifications, bidding process and awarding. The actual work would only take about two weeks.

Mr. Zeunik clarified that the Empire Street Building was built by the Public Building Commission at the request of the County Board. The lease is between the Public Building Commission and the County. ETSB is sub-leasing this property. Therefore, the Property Committee has jurisdiction over any modification made to that building regardless of who is paying for the modifications.

Motion by Bostic\Nuckolls to recommend the approval of Building Modifications of the 2411 Empire Street Building to Comply with the Illinois Commerce Commission Regulations as presented by the ETSB Administrator. Motion carried.

Chairman Salch presented the February, 2001 Bills which have been reviewed and recommended for transmittal to the Property Committee by the County Auditor.

Property Committee Meeting Minutes
March 1, 2001
Page Five

Motion by Selzer/Bostic to recommend payment of the February, 2001 Bills as presented by the County Auditor. Motion carried.

There being nothing further to come before the Committee at this time, Chairman Salch adjourned the meeting at 4:52 p.m.

Respectfully submitted,

Carmen I. Zielinski
Recording Secretary