

COMMITTEE REPORT

COMMITTEE: Law Enforcement & Courts
CHAIRPERSON: RJ Winkelhake, Chair
DATE/TIME: January 19, 2016 @ 5:30 p.m.

PRESENT:

<input checked="" type="checkbox"/> RJ Winkelhake	<input checked="" type="checkbox"/> Gerald Bennett	<input checked="" type="checkbox"/> Ron Smith
<input type="checkbox"/> Bill Bingham	<input checked="" type="checkbox"/> Terry Stoffregen	
<input type="checkbox"/> Brandon Behlke	<input checked="" type="checkbox"/> Don Zillig	

A quorum was established.

Other Board Members: None

Others: Dan Reimer and Kevin Turner

1. Minutes Approval

- a) **The December 21, 2015 Law Enforcement and Courts committee meeting minutes were filed by consent.**

2. Citizens' Comments : None

3. Unfinished Business

- a) **FY2015/FY2016 Strategic Goals & Plans – Timelines/Responsibilities** – Nothing new to report at this time. RJ Winkelhake will meet with States Attorney John Hay and discuss the goal of research & implement media presentation for Court Room.
- b) **Update on five year capital improvement plan** – RJ Winkelhake discussed some of the items submitted a couple of years ago for the five year capital improvement plan which included the Courthouse exterior and Courthouse HVAC systems. In 2009 Shive-hattery completed an HVAC study of the Courthouse and Public Safety Building (PSB) and in 2013 Shive-Hattery completed a Courthouse and PSB Exterior Study. Needed improvements were prioritized. Life safety issues were addressed in 2014 and included the sidewalk, railing and drainage on Meeker Street and the Courthouse parking lot railing. The 1900 Courthouse Masonry and Window Replacement project was funded in 2015. A change order to this project will be completed in spring. Winkelake discussed that the County received a \$10,000 grant for this project from the Galena Foundation. \$125,000 was appropriated in the FY2016 budget for Courthouse HVAC improvements. The committee discussed that the Shive –Hattery reports should be reviewed and any remaining items be included in the updated five year capital improvement plan. Sheriff Turner reported that the soffit and fascia of the Courthouse and Public Safety Building are in need of repair. One option might be to use a metal wrap rather than replace the wood and paint. Sheriff Turner reported that two sewer pipes recently burst and have been replaced in the Public Safety Building. RJ Winkelhake stated we need to put together a five year plan of the building for the Finance committee. It was the consensus of the committee to meet with ETSB and discuss future maintenance and capital improvements for the Public Safety Radio Communication System. Winklehake will continue to work on developing the capital plan. Reimer suggested using the same forms that were used for 2013 capital improvement plan; some items may need to be updated.
- c) **Update on proposed 911 dispatch center consolidation feasibility study** – RJ Winkelhake commented that the three County consolidation study was completed in 2015 and is currently on hold.

4. New Business

- a) **Discussion and possible action on a proposal from Shive-Hattery for professional engineering services associated with improvements to the Jo Daviess County Courthouse HVAC System** Engineer Kurt Karnstedt from Shive-Hattery called in via conference call. RJ Winkelhake had a question on the mechanical engineering fixed fee on page 2 of the professional services agreement which states estimated expenses included. Karnstedt commented that includes drawings and reimbursables for site visits. The project includes HVAC improvements as outlined in the December 1, 2009 HVAC Replacement Study, Shive-Hattery recommends the second phase HVAC improvements to be a temperature control upgrade. This upgrade would transform the CI-3/Andover System and the majority of the pneumatic system to a true BACnet DDC system; this will make interconnectivity possible between the HVAC systems serving the Courthouse and the newer JCI system serving the Public Safety Building. Through the use of a LAN drop and utilizing the County's computer network, the HVAC systems serving the County Courthouse buildings will be able to be viewed and controlled at one central PC. Preliminary opinion of probable construction cost for this recommendation is \$101,250. A timeline has not yet been established for this project. Once started the project should take approximately eight weeks to complete. **Don Zillig made a motion to approve a proposal from Shive-Hattery for professional engineering services associated with improvements to the Jo Daviess County Courthouse HVAC System at a cost not to exceed \$23,300.00 with review by the State's Attorney. Seconded by Ron Smith and motion passed.**
- b) **Discussion and possible action to approve the scope of work for the 2016 Jo Daviess County Courthouse HVAC System Improvement Project** – RJ Winkelhake asked the committee for a motion to approve the scope of work on the HVAC project. **Don Zillig made a motion to approve the scope of work for the 2016 Jo Daviess County Courthouse HVAC System Improvement Project as presented in the professional engineering service proposal from Shive-Hattery. Seconded by Gerald Bennett and motion passed.**
- c) **Discussion and possible action on the Illinois Department of Transportation 2017 Sustained Traffic Enforcement Program (STEP) grant application** – Sheriff Turner reported that this is the 2017 STEP grant which we also call the holiday patrol grant. The total amount of the grant application is \$52,200.63. The grant helps cover the costs associated with extra patrol over the holidays. The County received this grant for 2015/2016. **Gerald Bennett made a motion to approve the Sheriff to apply for an Illinois Department of Transportation 2017 Sustained Traffic Enforcement Program (STEP) grant application – total grant amount is \$52,200.63. Seconded by Don Zillig and motion passed.**
- d) **Discussion and possible action on an addendum to the signed Purchase Agreement (“Exhibit B, Purchased Products and Services” between the Jo Daviess County Sheriff & ETSB and Spillman Technologies** – Sheriff Turner discussed that there were questions regarding some of the training and this needed to be clarified in the agreement. Spillman Technologies proposed an addendum to the agreement. Sheriff Turner would like to put this item on hold until he gets more clarification from Spillman. The agreement was for Jo Daviess County, Warren, Stockton and the City of Galena. The addendum submitted by Spillman was for everyone and it should only be for the ETSB and Jo Daviess County. RJ Winkelhake added that this was discussed at the ETSB meeting and they were reluctant to approve it because the three towns were listed and they did not feel they should sign something for them. They should have their own agreements with Spillman Technologies. This item will be carried forward to the February agenda.

5. Staff Reports

- a) **Sheriff's Report** – Sheriff Kevin Turner reported that he was asked to look at the ramp in the small court room to see if it is handicapped accessible. There were other questions about the design of the small court room. Any improvements will be a County expense.
- b) **Circuit Clerk's Office** – No report.
- c) **Probation** – No report.
- d) **Public Defender** – No report.
- e) **Other** – No report.

6. Citizens' Comments -- None

- 7. **Board Member Concerns** – Don Zillig asked if any more fines have been collected. RJ Winklehake will see if he can receive an update from the Circuit Clerk's Office.

The next Law & Courts committee meeting will be Tuesday, February 16, 2016, at 5:30 p.m.

Meeting adjourned at 6:51 p.m. following a motion by Gerald Bennett and a second by Terry Stoffregen.