

COMMITTEE REPORT

COMMITTEE: Health, Environment & Law
CHAIRPERSON: Larry Lyons, Chair. Sally Toepfer, Co-chair
DATE/TIME: March 17, 2003. 7:00 p.m.

PRESENT:

<input checked="" type="checkbox"/> Alexander	<input type="checkbox"/> Lyons	<input checked="" type="checkbox"/> Stoffregen
<input type="checkbox"/> Berlage	<input checked="" type="checkbox"/> Montelius	<input checked="" type="checkbox"/> Toepfer
<input checked="" type="checkbox"/> Bielenda	<input checked="" type="checkbox"/> Potter	<input checked="" type="checkbox"/> Zillig
<input checked="" type="checkbox"/> Jackson	<input checked="" type="checkbox"/> Sisler (7:20)	

Others: Duane Olivier, County Administrator; Diane Williams COA Secretary; Rich Machala, Jo Daviess Transit; Jeff Klopfenstein, Durrant Group; Brian Melton, Chief Deputy.

MINUTES

Co-chair Sally Toepfer called the meeting to order at 7:00 p.m.

1. Minutes

Jack Zillig made a motion to accept the minutes of February 18, 2003 with the following change: on page 3, paragraph 1, change "building" to "buildings". Dane Jackson seconded and the motion passed.

Jeff Klopfenstein of the Durrant Group spoke to the committee about the HVAC 2003 project. He distributed a Statement of Probable Cost (attached) and requested that the project go out for bids on Wednesday, March 19 so that they may be opened and a recommendation for acceptance from this committee can go to the County Board at the April 8 meeting. This project covers the air handling equipment for the courtrooms and Jeff would also like to see some ductwork included from the 3rd floor to the 2nd floor. Currently the stairwell acts as an air return between those two floors, and could cause some escape problems in the event of a fire. Jeff also commented that many projects recently have been bid at less than the initial estimate.

Margie Montelius made a motion to release the drawings to contractors for bids on Wednesday, March 19 and to hold a special committee meeting half an hour before the April 8 County Board meeting to review the bids and determine a recommendation to the County Board. Dick Alexander seconded and the motion passed.

2. Staff Reports

- a) Health Department – nothing additional.
- b) Jo Daviess Transit
Rich Machala informed the committee that the State of Illinois owes Jo Daviess Transit \$2393 as of the end of February. The state is very slow-paying and he feels that he has lost the cooperation of the local DHHS office. He distributed a memo to the committee (attached) that outlines the current financial status and gives some options to save the program

for the committee to consider. Currently the system relies on a donation from riders who can pay and invoices the Department of Health & Human Services for those on public aid. The committee discussed having Rich write a letter to those who use the system and inform them that the State is late-paying and they may be facing changes in the program.

i) Rich informed the committee that the Special Warranty Resolution becomes effective when a private company is offering transportation services in an area and a government entity comes in and begins offering service. The resolution protects the interests of the employees. It is something that comes up each year for approval. Yerda Potter made a motion to approve the Special Warranty Resolution. Dick Alexander seconded and the motion passed.

c) Other Departments

Brian Melton reported that the Sheriff's Department is hoping to mail out their first Annual Report by the end of the week to County Board members. They will go over it at the next committee meeting.

3. Space Needs Assessment

Duane distributed an updated copy of the response to the draft of the space needs assessment prepared by Maximus. It will be emailed to Tom Adams and Roger Thompson on Tuesday. Duane also informed the committee that Tom and Roger have left Maximus Inc. to join another firm. They indicated to Duane that the County's contract with Maximus has been assigned to this other firm, but the office has received nothing in writing yet from Maximus. Both Roger and Tom are coming to the Courthouse on Thursday, March 20 at 1:00 p.m. to meet with Duane. Jack Zillig, Sally Toepfer and Joanne Bielenda will attend the meeting as well. Dane Jackson will attend if his schedule permits.

4. Ad Hoc Committees

Duane distributed a list of Possible Temporary Ad Hoc Committees. The purpose of these small sub-committees is to focus on one subject or area of need and develop an immediate, short-term solution. It is not meant to circumvent the results of the space study, but to create a plan quickly that the committee can present to the County Board. Discussed a fourth sub-committee to examine re-use and cost analysis options, but decided to wait until the Maximus study is further along. Dane gave some rough estimates of \$45/square foot to renovate and \$80/square foot to build new. Due to the type of structure that the Elizabeth school is, electrical wiring for information technology will be very difficult and the cost could jump to \$65/square foot immediately. These are very rough estimates of cost.

Dick made a motion to adopt the recommendation for 3 Ad Hoc committees and Merri to appoint the members. Jack Zillig seconded and the motion passed with Margie and Yerda voting no. To assist Merri, the committee members volunteered for the committee they would most easily be able to serve on.

Anyone is welcome to attend the sub-committee meetings, but the committee tried to keep the assignments evenly distributed.

- a) Courthouse Security – Terry, Sally, Yerda
- b) Off-Street Parking & Exterior Lighting – Jack, Joanne, Lynn
- c) Internal Space Utilization/Configuration, Furnishing & “Wayfinding” – Dane, Dick, Margie

Meeting adjourned at 8:36 p.m.