

COUNTY OF MENARD)
) SS.
STATE OF ILLINOIS)

The Menard County Public Building Study Group (PBSG), an advisory board appointed by the Menard County Board of Commissioners, met for a special meeting at 6:30 PM on Tuesday, September 4, 2018 at the Menard County Courthouse located at 102 South Seventh Street, Petersburg. Menard County Board Chair Robert Lott, Commissioner Ed Whitcomb, PBSG Member Steve Ozella, PBSG Member Dan Ortgessen, and PBSG Member Joe Hemberger were in attendance. Carl Fischer, Menard County Animal Control Administrator Brad Willis, and County Coordinator Dara Worthington were also in attendance.

Steve Ozella called the meeting to order at 6:30 PM.

Dan Ortgessen made a motion to approve the July meeting minutes and Joe Hemberger seconded. The motion carried unanimously.

There were no unscheduled guests.

Animal Control Administrator, Brad Willis, gave an overview of a grant/loan he has been working on for funds from the USDA. Per his contact at USDA, the funding is federal which requires close oversight and timelines. When questioned about the use of volunteer labor, the USDA indicated that this would be a gray area which could cause problems for us. The grant is for \$25,000 and has time limits including the fact that our application would need to be approved by them before we could move forward with any activity. The USDA did state that the county is under no obligation to accept the grant funds if we apply. The wait time for approval is approximately six months. The use of the grant could actually cause the project to cost the county more money.

Upon further discussion, Joe Hemberger made a motion that the county move forward with the final design and bidding of the Animal Control building. Dan Ortgessen seconded the motion. The motion carried unanimously.

Dan Ortgessen indicated that the current business climate with tariffs has already added an 8% - 10% increase to some of the needed materials. Ortgessen reviewed the proposed specs for the facility and will get clarification on some questions posed.

The timeline for the project will include finalizing the plan specs, writing and issuing an RFP, and putting the project out for bid. It was mentioned that Carl Fischer and Gabe Grosboll would be helpful with the RFP process.

The courthouse canopy topic was discussed with members wanting to know where the project stands. Commissioners Lott and Whitcomb indicated that the project is approved and the county will move forward with it. They would like to see if there are any other designs, per a request from another commissioner. They do believe the canopy submitted by Carl Fischer would meet the needs and aesthetics of the building.

There was no update on the third floor courtroom window trim, however Mr. Hemberger reported that he would be coming back with his lift to work on the windows from the outside. He will also look at the areas of stone on the building that may need attention.

Joe Hemberger reported that he had no information on the window trim for the third floor courtroom windows. Steve Ozella indicated that he had spoken with Joel Gain about the window trim to see if he could possibly provide direction.

Having no additional business, Commissioner Lott made a motion to adjourn the meeting at 7:45 PM and Commissioner Whitcomb seconded the motion. Meeting adjourned.

Respectfully submitted,

Dara Worthington