

**PUBLIC SAFETY COMMITTEE
COUNTY BOARDROOM
MONDAY, APRIL 12 , 2021
MINUTES
4:30 PM**

1. Call to Order

The meeting was called to order at 4:31 PM.

2. Roll Call

Barry Logan (ch), Blake Parsons, Albert Durst, Justin Faulk, Donald Tolan all present.

3. Approval of Minutes

a. Approval of March 8, 2021 minutes

Motion to approve March 2021 minutes made by Parsons, seconded by Durst. *Motion passed.*

4. Public Input

None

5. Approval of Claims

Motion to approve April claims made by Tolan, seconded by Parsons. There were a lot of vehicle upkeep claims this month. It was asked why all the vehicles were serviced at one time. The vehicles were not serviced at one time. There was a billing problem at Midwest, and they are getting caught up from December. So why it appears that the services were performed all at one time, they were actually spread over several months. *Motion passed.*

6. Coroner

7. Sheriff

a. PSB & CH Plaster Repair & Painting Project Bid Approval

Normally when painting needs to be done in the courthouse, we use inmates and the maintenance personnel to do the painting. Right now painting needs to be done in an area that will require scaffolding, so bids were put out. The 3rd floor of the Courthouse, including the dome needs to be painted. Along with that, some of the leaf motif design needs repaired and some plaster areas are falling down. Three contractors came and looked at the project, but only two bid. The majority of the bids are for labor. The scaffolding and planking has to be arranged so that we can continue to hold court and that the States Attorney's office can continue to function. The second part of the bid is for the Public Safety building. The doors have been dinged up, and the employee stairwell has not been painted since the building was built. The lobby also needs to be painted, and it too will require scaffolding. Three bids were received for the Public Safety Building. Questions about the scope of work and why Dunbar is lower. All contractors got the same scope of work. Dunbar is an owner operator and doesn't have the overhead that the other companies do. There has been no time frame for the project. It was requested that the approval be 10% higher than the bid in case there are problems discovered. Motion to approve Wright of Way bid for the Courthouse and Dunbar Painting for the Public Safety Building with an additional 10 percent for work made by Parsons, seconded by Durst. *Motion passed.*

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b. PSB & CH HVAC Engineering Study / Proposal Approval

There have been a lot of HVAC bills over the past several months. We rely on Ruyle to lead us in the direction we need to go with repairing those units, but they are not HVAC engineers. We are not doing much in upgrading those units, just putting band-aids on them to keep them running. We are doing a lot of replacements, but not sure this is the answer to fix the problems. In the Public Safety Building there is a tremendous amount of temperature swing, and this should not be. They reached out to Keith Engineering, who specialize in HVAC, to give us a quote on looking at our system and analyzing it to see what we need. We want assurance we are moving in the right direction. The Public Safety Building will cost about \$6,000 and the Courthouse \$8,100 to come in and look at our system and analyze it to see if it is fitting our needs. Keith Engineering will then write the RFP and find the contractors to bid. Keith Engineering will not do the repairs. They will just tell us what they found and what they recommend for repairing it. We are under no obligation to take their recommendations. The Sheriff would like to get this done now so that whatever is recommended can be budgeted for as we go forward. Motion to approve the two contracts for the HVAC study by Keith Engineering for the Public Safety Building and the Courthouse made by Parsons, seconded by Tolan. *Motion passed.*

c. RLF Elevator Project, CH Restroom Project & Annex 4 ADA Access
Project Informational

There is some confusion regarding what is being done in the Courthouse with the RFL grant money. Items that were put in the original plans and approved Mr. Cummings is now saying that they don't meet requirements. We don't want to start this project with an expectation and not end up with what we need. The ultimate decision for deciding what meets the project criteria is the DCEO. Mr. Nagel will reach out to Mr. Cummings and report back.

d. Annex 4 Digital Recorder Project Update

The recording system has been installed. The training on the system will take place the last of this month.

e. PSB Flooring Project Courtroom 1 Update

Everything is done except Courtroom 1. The carpet will be replaced in July when the Judge is on vacation and no court will be held.

f. Sheriff Merit Commission

The Merit Commission has been budgeted for, but nothing has been done because of the pandemic. The Merit Commission is run by statute and referendum. The Commission will have a list of people who are qualified to hold a position within the jail or Sheriff's Department. They will also oversee any discipline issues and promotions. By statute you have to have people appointed to the Commission within 60 days of approval by the Board. But before the Board can approve, there has to be a meeting with the union. States Attorney Minger would like to know if the Board is still interested in doing the Merit Commission before he approaches the union. The Board would need to decide if

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the Commission will be a 3 or 5 member Commission. The Commission would take decisions out of the Sheriff's hands and makes it more transparent. There is no mandate that we have to have a Commission. Several communities around us have Commissions. There are statutes that regulate the Commission such as how often they meet. Woodford County used to have a Merit Commission at one time. It was asked what it would take to abolish the Commission should they wish to do so at some time in the future. Mr. Minger will check into that. The consensus is that the Board is still interested in having the Commission. Mr. Minger will start working on setting up meetings with the union.

8. Animal Control

9. Probation

a. Squad Car purchase

Last year it was approved for the purchase of 3 cars. Because of Covid, one car was not purchased. This car has been budgeted for and will be paid for out of Probation Capital Funds. These funds can only be used for certain services within Probation, but new standards are coming as to what those funds can be used for and there is concern of what those future changes will be. The Director wants to get the car purchased before the changes come. This does not really need to be brought before the committee or the Board, but he wants to be as transparent as possible. Motion to purchase a vehicle for Probation not to exceed \$35,000 made by Tolan, seconded by Parsons. *Motion passed.*

b. Other

Director Noar has had to be absent from work due to a family medical situation. John Warren as stepped up to the plate and covered many extra duties that are not in his job description. Director Noar has spoken to the Judge about this and it was suggested that he give Mr. Warren a bonus. The committee is not in favor of giving bonuses, but will offer the suggestion that he be paid over time for all the work he has done.

10. Health Department

The Health Department has been vaccinating about 1,000 citizen per week. This results in about 25.15% of the population being vaccinated. They are working with the National Guard in setting up another clinic at Case Manufacturing for the Johnson & Johnson one dose vaccine. Participants for this one dose shot must live in the tri-county area and be 18 years of age. The positive tests results are starting to rise again in the County.

11. New Business

a. Discussion on IT

There are issues with the high cost and work not getting done. The committee would like an itemization on the number of tickets and how long the tickets are open. Last year we put in 801 tickets. So far this year, we are at 187 tickets. There are 29 tickets at this

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current time open. Many of the invoices we receive are for the contract cost, backup cloud storage agreement, which is based on the volume. This will continue to go up as we upload more and more video from the road patrol officers. Some of invoices on the printout are from 911 and not from the Courthouse or Sheriff work. It was pointed out that some tickets are not work related tickets, but just communication, as a ticket has to be put in to communicate with Heart. The Sheriff was in need of a new computer and asked Heart for a price. He found the same computer on CDWG for \$400 less than what Heart quoted him. He does not approve what other department heads order from Heart, but suggests that all department heads do some research and find the lowest price. It was asked about the contract with Heart expires – it rolls over from year to year. There is no questions of Heart’s ability to go the job. The question is if it would be more cost effective to hire an in-house IT person. The amount of money we are spending is a lot and we need to re-examine our options. We need to determine how much money was spent on contractual services or maintenance service in order to justify in-house. It was stated that Heart has expert IT personnel in different fields. One in-house person will more than likely not have the expert knowledge in all the different fields. It was asked if Heart has our infrastructure working now and the work they do is just maintenance or are they still working on infrastructure. The answer to that questions is that it is a work in progress. If we don’t continue to update, things will stop working. We will ask the department heads to bring their issues and suggestions to Ms. Breyman to compile into a list for next month’s discussion. This issue will continue to put on the agenda and looked into each month.

12. Unfinished Business

13. Other

14. Executive Session – Roll Call Vote

- a. 5 ILCS 120/2 (c)(1) Employee Compensation

Motion to go into executive session under 5 ILCS 120/2 (c)(1) made by Parsons, seconded by Durst. Roll call vote – Parsons- yes; Faulk – yes; Tolan –yes; Logan – yes; Durst – yes. *Motion passed.*

15. Any action coming out of Executive Session

- a. 5 ILCS 120/2 (c)(1) Employee Compensation


Motion to come out of executive session made by Durst, seconded by Parsons. *Motion passed.*

16. Adjournment

Motion to adjourn made by Tolan, seconded by Parsons. *Motion passed.*

Meeting adjourned at 7:02 PM.

Submitted by: Deb Breyman



Barry Logan, Chairman
Public Safety Committee