

Building & Grounds Committee Meeting

09-01-15

Chairman Ray Lyons called the meeting to order at 6:00 P.M.

Roll Call as follows:

Present: Willie Campbell, Isaiah Grindstaff, Timothy Holdren, Ray Lyons, Cody McQueen,
Mike Hill, Bradley Johnson, Randall Jenkins, Al Meehan
(Present)

Quorum Present

Mr. Lyons made the recommendation to add to the agenda "Mr. Willie Campbell" so that he may address the committee.

Motion made by Al Meehan, 2nd by Cody McQueen to approve the Agenda for the meeting.

Vote by Acclamation to approve the agenda as amended.

All Ayes, the agenda was approved.

Motion made by Brad Johnson, 2nd by Willie Campbell to approve the minutes from the previous meeting.

Vote by Acclamation to approve previous meeting minutes.

All Ayes, previous minutes were approved.

Public Comments - There were no public comments

OLD BUSINESS:

Open Building Space - Mr. Humphrey updated the commission on a the space vacated by the Public Defenders Office. He stated that he had spoken with Mr. Holt and that the entity that remained in the building on the lower level was interested in taking over the additional space. He stated that the space was most recently rented for \$500.

Records and Archive - Mr. McQueen updated the committee on the previous meeting of the Records and Archives. He stated that in the last Building and Grounds meeting he was asked to invite the chairman of the records committee to come and speak in regards to a new Archive. Mr. Scott Bowers, County Historian and Chairman of the Records Committee addressed the committee. He stated that there was a need for a County Archive. He stated that serious and

substantial historical documents were stored in local county departments. He stated that documents dating back to the founding of the county were being held in the County Clerk's office. He stated that most of our documents were in surprisingly good condition, but cautioned that they needed to be stored in special conditions. He stated the number one enemy of the documents is theft. He stated he had found documents that had been stolen, and donated to local archives. He stated that any small amount of alteration with modern things, such as pen marks and sticky notes, hastened the destruction of documents. He stated that stamps had been removed from original documents. He also stated that we had records stored from as far back as 1794. Mr. Jenkins questioned Mr. Bowers as to how much space would be required to facilitate an archive. Mr. Bowers stated he would have to study the amount of documents being held by all office holders to create a recommendation. Mr. Johnson stated that this would be a long process to do all the fact gathering necessary to make an informed decision. He stated that the question would have to be how much the project would cost. Mr. Bowers stated the archives that he has studied were all self sustaining. He stated the fee imposed on the documents at a maximum of \$5.00 would be enough to keep the archive going. Mr. McQueen stated that the documents that would be housed in this archive would not be day to day operational documents, but instead historical documents. Mr. Johnson stated that an archive could potentially be a location in which mass documents could be stored for office holders, and that this could resolve several space issues for them. Mr. Bowers stated that there would be a work shop conducted on November 19th.

NEW BUSINESS:

Animal Shelter - Mr. McQueen updated the committee about the animal shelter. He stated the animal shelter had hired a new director. He stated they were working hard and getting a lot accomplished at the animal shelter. He credited a lot of their success to inmate labor. He thanked the sheriff's department for that inmate labor. He stated they would not be able to operate without them. Mr. Humphrey stated that work was being done to the hvac system. He stated that the company that designed the building and the system was on sight to diagnose an issue they were having with climate control and air circulation. He stated that last winter some pipes had burst due to low temps. He stated that he expected to have a recommendation back soon from the designer of the system on what improvements need to be forwarded to a contractor. Mr. Humphrey stated that changes made to at the animal shelter with regard to a custodial position being available created room for an additional inmate to work there. He sent his thanks to the Sheriff's Department, and stated the animal shelter was thriving under the two inmate worker system.

Old Election Commission- Mr. Campbell stated that he had a conversation with Ronnie Taylor in regards to moving personnel and possibly storage items. He stated they just needed the room, and would consider moving some employees up there. Mr. Campbell stated that he had visited the election commission in its new location. He stated that they are all grateful for each member of the committee. Mr. Humphrey stated that he had talked to Mr. Taylor as well, and that we had to consider some maintenance issues with the vacated office. He stated that he felt another worthy use for the upstairs office would be a Veteran's Service officer. He stated that the office currently used by the Veteran's service officer was not adequate for the job he was doing. He stated a new Veteran's Service Officer would be selected by the commission soon, and stated that it would have to be a qualified honorably discharged veteran.

Old Jail Tour - Mr. Lyons stated that the committee had taken a tour of the old jail and the new jail before the meeting. He stated that this committee was looking for the first step in the project of repurposing of the building. Sheriff Lunceford stated that he believed the first step was gutting the building. He stated that he felt there was a lot of materials that could be removed and sold. He stated that should figure into a contractors cost to gut the building. He stated that we have got to do something with the building. Mr. Humphrey stated that he believed the first step would be to located someone like Reedy and Sykes to give an estimate on gutting the building. He stated that we could then seek the funding the for the work suggested by a third party company. Mr. Humphrey questioned if this project would incorporate inmate labor. Mr. Lunceford stated that he would have inmate labor incorporated as much as possible.

Motion made by Tim Holdren, 2nd by Randall Jenkins to have the Sheriff proceed with contacting an outside agency to seek out a price for the drafting of plans to deconstruct the old jail.

Vote by Acclamation

All Ayes, Motion Carried

Meeting was Adjourned

Motion made by Al Meehan, 2nd by Isaiah Grindstaff to Adjourn

Vote by Acclamation

All Ayes, Motion Carried

Meeting was Adjourned.

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