

Carter County Commission



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Minutes of:

Buildings & Grounds Committee

March 6, 2020 6:00 PM

Members:

Chairman Austin Jaynes

Travis Hill in for Randall Jenkins

Robert Acuff

Randall Jenkins - Absent

Mike Hill

Ray Lyons

Brad Johnson

Robin McKamey

Ginger Holdren

I. Call to Order

The Buildings & Grounds meeting was called to order by Austin Jaynes at 7:10 pm.

II. Approval of Agenda

Chairman Jaynes asked to change the date on the agenda to reflect today's date of March 6, 2020. A motion was made to approve the agenda with the correction by Mike Hill, second by Robert Acuff. The motion was unanimously approved.

III. Approval of minutes

A motion was made to approve the February 2020 minutes by Mike Hill, second by Robert Acuff. Travis Hill abstained. The motion was approved.

IV. Public Comments

None

V. New Business

a. UT Office (map of desired space included on the agenda) (letter from Vickie Clark, UT Extension FCS and County Director attached)

Travis Hill introduced Vickie Clark to the meeting to ask the Building and Grounds Committee to consider allowing the UT Extension Office to move from the Folsom House to the Workforce Development site. Ms. Clark expressed the need for more space and the poor condition of the current building. The Folsom House will never be able to be ADA compliant and with the layout is a fire hazard. The Workforce Development site has the space needed today plus meeting space and room for a commercial or demonstration kitchen. The UT financial office informed Ms. Clark that if the county supported with building and such, they would supply furnishings and kitchen equipment. In the last year the UT office has met with 35,000 people, total economic value based on grants, cost share programs, sponsorships were \$812,433. In agriculture alone the office brought in 696,000 through the (TAEP) Tennessee Agriculture Enhanced Program. There is also the Tennessee Nutrition and Consumer Education Program that is fully funded by the Federal Government. Volunteer time adds up to \$25.43 per hour equaling a \$109,000 value.

b. Lights for jail

Patty Woodby informed the committee that she had received several calls from Judges and others about the lack of lighting in the parking area of the courthouse. The area is a safety

hazard for anyone leaving the building after dark. Mayor Barnett said he can call to see if they can get another light installed.

Ray Lyons made a motion, second by Mike Hill to have Elizabethton Electric Company hook up the light that is existing and add a second light on the other poll. All in favor. Motion unanimously passed.

Chairman Jaynes asked Mayor Barnett to check on the lights after they are installed and if it isn't adequate, get a price for lighting on the building.

Mayor Barnett informed the committee that he was contacted by Century Link about purchasing an easement to a tower on 131 Judge Don Lewis Road. Upon research the piece of land that is parcel 035067.20 is 1.24 acers.

Chairman Jaynes asked them to present a map and what they want to use it for. He wants to look at month by month lease rates.

c. Request for proposal for Great Lakes Building

Chairman Jaynes started a conversation on what to do with the Workforce Development / Great Lakes Building. After going into the offices in the current courthouse he noticed that all offices have limited space and the storage situation is a problem. Some of the offices are not ADA compliant and there isn't enough room to make them compliant. While renovations are going to be needed to put new tenants into the Workforce Development building, maybe it should be looked at as a possible new Carter County Courthouse. The space in the building would be enough for all the county offices and additional space for the archives. While this would be such a major project Chairman Jaynes wants to have discussions about the pros and cons of this idea. Chairman Jaynes stated that the current courthouse would not be abandoned but possibly have rental space or move the county school offices from the building they are currently occupying.

Travis Hill asked if there would be a courtroom. Chairman Jaynes answered yes. Ray Lyons thinks Chairman Jaynes makes sense but need to communicate to the citizens and office holders, not to ask for permission but to keep them informed.

Patty Woodby informed the committee that the state of some of the stored, historical records that are being stored in the basement of the probation/parole office have been damaged beyond repair. They are being stored there with mowers and other lawn equipment. She, in search of some documents had to climb over the equipment to access the boxes that have been damaged by flooding.

Robert Acuff made a motion, second by Ray Lyons, to use some of the archive funds to clean up the basement and start archiving the files.

Roll Call:

Ray Lyons – Yes

Mike Hill – Yes

Brad Johnson – Yes

Travis Hill – Yes

Ginger Holdren – Yes

Robert Acuff – Yes

Robin McKamey – Yes

Austin Jaynes – Yes

The motion unanimously passed.

Mike Hill stated that a lot of the projects that are being discussed in this committee may be different if the move to the Workforce Development becomes a possibility. Chairman Jaynes stated that the project in the clerk's office is under contract and will proceed.

Mayor Barnett stated that people complain that they have to come to this building what will they do when they have to go to Hunter? Chairman Jaynes noted that several office holders would love to have more space.

Chairman Jaynes called for a recess at 8:13, readjourned at 8:23.

Mike Hill asked if it would be possible to leave court at the current building and move everything else to the other building. Captain Smith noted that there was not room for people waiting to get into the courtroom, they line the halls.

Chairman Jaynes informed the committee that Raymond James is coming to give a presentation on how to refinance the loan for the jail that would save more than one million dollars. That savings could pay for what needs to be done at that property to make it the new county courthouse. Mr. Acuff asked how long it would take to save that much money, and can we get out of contracts. Mr. Johnson stated that the contracts can be negotiated but it will cost money to get out of them. Ms. Holdren believes that there will be heavy blowback from the people in the community. Judges and attorneys have purchased office space to be near the current site for convenience. She doesn't think that there will be a lot of agreement with this. Ms. Holdren asks if the county starts taking up space then Northeast State Community College will not be able to stay. She is more interested in purchasing the Cowan property and moving some of the offices over there. Mike Hill reminds the committee that paying renters is what the county needs to be looking for. Chairman Jaynes asked to review RFP, do we change from multi-tenant or new courthouse and offices. Ms. Holdren believes there should be some questioning of constituents before any vote is made. Chairman Jaynes stated that it would cost another \$30,000 to \$50,000 to redesign. Dr. Acuff believes that before this goes any farther there must be a redesign done, he would rather spend that money and have something to discuss rather than go in without anything. Chairman Jaynes is making the redesign possibility Building 1 Option A, and Building 1 Option B. A, will be what we have and B, will be a courthouse. All offices except for the parole office will be in the new courthouse. This meeting will recess and reconvene after the Law Enforcement meeting on Thursday March 12.

VI. Old Business

a. EOC construction update

Everything is going well, had to sign a structural support change order for \$4000

b. Courthouse security update

This hasn't started yet, negotiated fire wall to \$200. Another change order is coming to fix the slope of the porch.

c. Sluder property update

Mayor Barnett reported that the footers will be dug this weekend and they will be poured in the following week. After the footers are poured unit will be able to be set up after that.

d. ADA transition plan (Mr. Smith)

Chairman Jaynes asked for a list from Captain Smith on the things that need to be done. Robert Acuff made a motion, second by Ginger Holdren to ask for \$15,000 to be added to the coming years budget to start on the ADA upgrades.

Roll Call:

Ray Lyons – Yes

Mike Hill – Yes

Bradley Johnson – Yes

Travis Hill – Yes

Ginger Holdren – Yes

Robert Acuff – Yes

Robing McKamey – Yes

Austin Jaynes – Yes

Motion unanimously passed.

e. Clerk and Master's back door

At a stand still and will wait on decision till the new courthouse is decided upon.

f. County Archive Department

Table

g. Lease for Vince Jordan Virtual Reality business at Workforce Development site

Mayor Barnett reported that the High School wants to rent room to get ready for the next school year. Mr. Jordan will come in sometime near the end of the year to train and get it ready.

h. Paving at Workforce Development site

Waiting on the Highway Department

i. Trustee's office security

At a standstill because of the Firewall

j. Building and Ground supervisor

Defer

k. Northeast state contract

Mayor Barnett met with Dr Flora and will continue to discuss. Representatives will come to the full commission to show what economic impact is. Chairman Jaynes wants them to come back in April. Dr. Acuff asked what we are going to do to make them more energy efficient. Chairman Jaynes said that an RFP is already in the plans. Dr. Acuff asked if the RFP should show building 1 and building 2.

l. Courthouse boiler

Waiting for RFP to go out.

m. Lights for jail

Repeat on the list needs to be removed

n. Painting of the jail

Waiting on the requirements for the paint. Mr. Johnson informed the committee that he looked at the building and believes that it only needs cleaning.

VII. Commissioner Comments

Mayor Barnett has the survey for the Fish Springs Park.

Dr. Acuff wanted to remind everyone of the fundraiser for the Boys & Girls Club that will feature Richard Petty. There will be a county table if the members are interested in attending.

VIII. Adjournment

Chairman Jaynes called for a recess at 9:41 to reconvene after the Law Enforcement meeting on Thursday March 12, 2020.

February 27, 2020

To: Building and Grounds Committee

The UT Extension office would like to request relocating our offices to the vacant Workforce Development property (First Floor West property previously used by Carter County Tomorrow). We recently had a tour of the facility with the county commissioners on our Ag Committee. The space is well suited for our programs. In addition to office spaces, it could offer needed space for a meeting room and demonstration kitchen. It is highly visible, has adequate parking, and is readily accessible for county clientele. The educational programs we offer in agriculture, family and consumer education, and youth development align with the original educational purpose of the Workforce Development Site. In addition, this property could easily be brought into compliance with ADA requirements.

As you are aware, the Folsom House needs some structural repairs and would be difficult to bring into compliance with ADA requirements. Many of our 4-H youth come into the Extension offices to work on their projects; creating concerns about the close vicinity to the jail. Additionally, we have concerns about fire safety for staff and clients meeting on the upper floor.

Attached is a publication from the University of Tennessee with suggested standards for county office facilities and minimum space allocations that we would need:

1. Three office spaces for County Agents/County Director 150 square feet/each
2. Two office spaces for Program Assistant (Staff) 100 square feet/each
3. Administrative Support Assistant II/Clerical 120 square feet
4. Reception Area 120 square feet
5. Storage/ Work Area - Minimum 30% of combined space square feet
6. Conference Room 320 square feet
7. Large Meeting Room 1,100 square feet
8. Restrooms - at least one ADA restroom must be available
9. Demonstration kitchen 200 square feet

The vacant space available at Workforce Development building (shown on the floorplan in blue) would adequately fill our needs for office space and allow room for future growth. The adjacent middle section (shown in brown on the floorplan) would be an excellent space for a demonstration kitchen, large meeting room, and storage.

We are proud to be able to serve the citizens of Carter County and we are very appreciative of the support we receive from Carter County government. We look forward to continuing this great partnership. Thank you for reviewing our request.

Sincerely,

M. Vickie Clark, UT Extension FCS and County Director

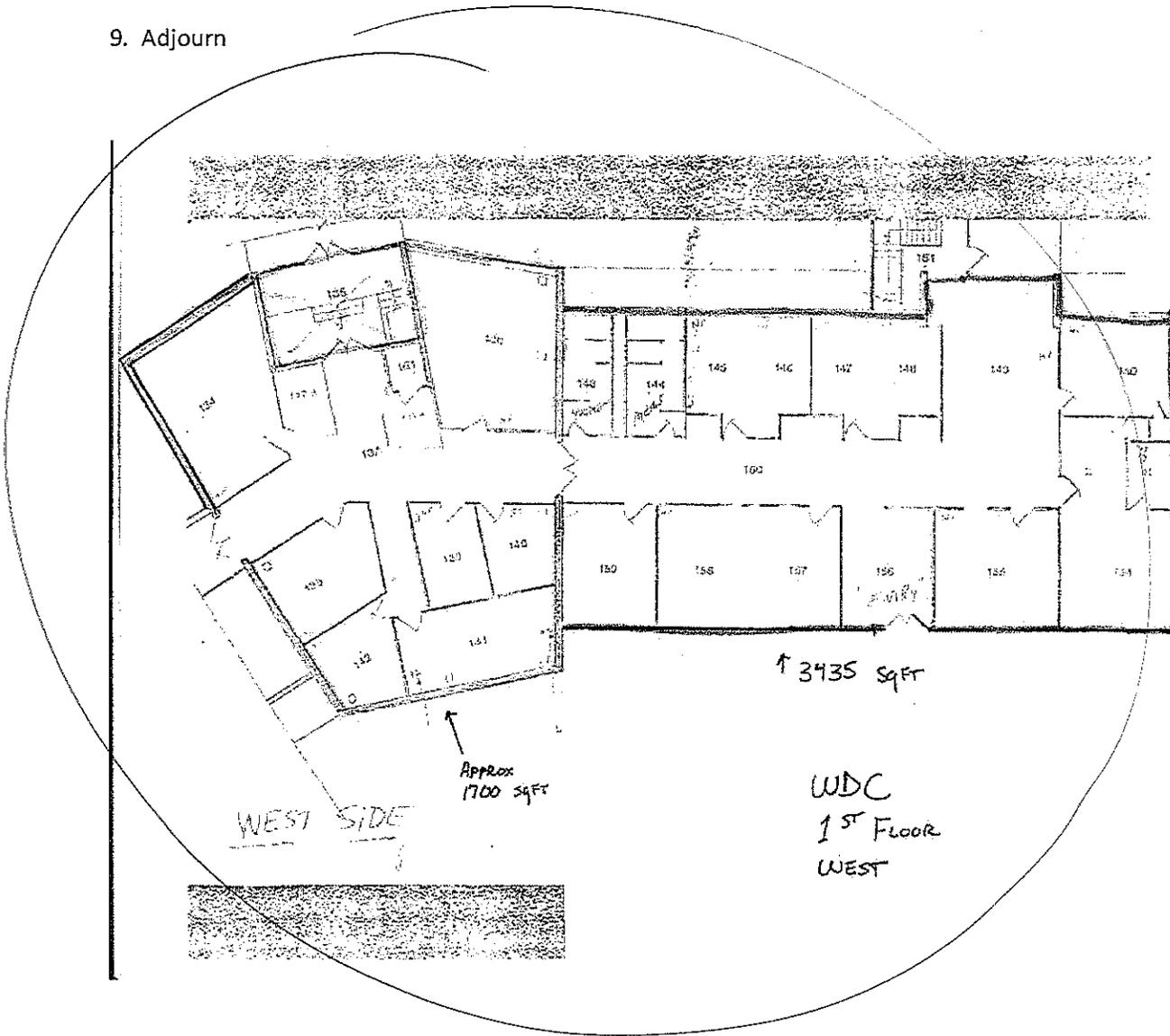
I. Courthouse boiler

m. Lights for jail

n. Painting of the jail

8. Commissioner Comments

9. Adjourn



UT Extension

Carter County Commission
Building and Grounds Committee

~~March 5, 2019~~
6, 2020

AGENDA

1. Call to order 7:10
2. Approval of agenda - w/ change Hill (Acuff / All
3. Approval of February meeting minutes - Hill / Acuff / All
4. Public Comments - None

1 Abstain
T Hill

5. ~~6.~~ New Business

- a. UT Office
- b. Lights for jail
- c. Request for proposal Great Lakes.

6. ~~7.~~ Old Business

- a. EOC construction update
- b. Courthouse security update
- c. Sluder property update
- d. ADA transition plan (Mr. Smith)
- e. Clerk and Master's back door
- f. County Archive Dept
- g. Lease for Vince Jordan Virtual Reality business at Workforce Dev site
- h. Paving at Workforce Dev site
- i. Trustee's office security
- j. Building and Ground supervisor
- k. Northeast state contract