

Carter County Commission



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@ 8:50 AM

Minutes of:

Buildings & Grounds Committee Zoom Meeting

August 4, 2020 6:00 PM

Members:

Chairman Austin Jaynes - present

Ginger Holdren - present

Robert Acuff - present

Randall Jenkins - present

Mike Hill - present

Sonja Culler in for Ray Lyons

Brad Johnson - present

Robin McKamey - present

I. Call to Order

The Building & Grounds Committee was called to order by Chairman Austin Jaynes at 8:08 pm.

II. Approval of Agenda

Chairman Jaynes ask that the agenda reflect a change to the date and the Recycle Center added to Old Business. A motion was made to approve the agenda with the change by Randall Jenkins, second by Robert Acuff. The motion was unanimously approved.

III. Approval of minutes

A motion was made to approve the July 2020 minutes by Robert Acuff, second by Randall Jenkins. The motion was approved by 7 yes votes with Sonja Culler in for Ray Lyons abstaining.

IV. Public Comments

None

V. New Business

a. Property Assessors office

Quote from Keller Glass, reassessment of office, wants protective glass installed.

A motion to accept the quote from Keller Glass and move forward was made by Randall Jenkins, second by Robin McKamey. Did not get the vote Zoom dropped the call.

b. Striping at Workforce

The striping of the newly paved parking lot at the Workforce Development Complex will cost \$3489.00.

A motion was made by Mike Hill, second by Randall Jenkins to accept this price and proceed. Ms. Holdren asked if they were going to coordinate with the tenants and add spaces to the parking lot? Chairman Jaynes stated that yes it would be coordinated with tenants and they would add as many spaces as possible. Mayor Barnett stated that the paving is brand new but is nasty. The geese that are always in the parking lot make a mess and it must be pressure washed every few days. Will have to be cleaned before the striping can be done.

Roll Call:

Randall Jenkins – yes

Mike Hill – yes

Robert Acuff – yes

Brad Johnson – yes

Austin Jaynes – yes

Ginger Holdren – yes

Sonja Culler – yes

Robin McKamey – yes

All in favor, the motion unanimously passed.

c. Landscaping

A motion was made by Sonja Culler, second by Ginger Holdren to ask for \$2000 for landscaping / mulching materials for the county buildings.

Mr. Hill suggested that the committee look into the local schools that have horticulture programs and see if they can help with this project. It would help promote the program and what is going on in the system.

Ms. Holdren asked if the Sheriffs office needs landscaping work as well.

Mr. Johnson asked if we should put out an RFP to have this work done. Mr. Jenkins agreed.

Isaiah Grindstaff said that numbers should be obtained to see if there is money in the Buildings & Grounds budget to clean up around the property.

Sonja Culler withdrew her motion and made a new motion to put out an RFP for landscaping service for all county buildings. Ginger Holdren second the motion.

Roll Call:

Randall Jenkins – yes

Mike Hill – yes

Robert Acuff – yes

Brad Johnson – yes

Austin Jaynes – yes

Ginger Holdren – yes

Sonja Culler – yes

Robin McKamey – yes

All in favor, the motion unanimously passed.

Chairman Jaynes stated that since the committee made a motion for an RFP for landscaping, would it be possible to also get one for a cleaning service to help the janitorial staff. The Mayor suggested to have emergency help that could be called when needed when regular staff is out.

Patty Woodby stated that there are more positive cases of Covid at the courthouse and the extra cleaning is needed.

Isaiah Grindstaff stated that the best thing would be to have someone to come in and do deep cleaning or bio cleaning. But having someone who will come in just as needed will be hard to find. Great idea to get a cost for the service.

A motion was made by Ginger Holdren, second by Robin McKamey to obtain an RFP for 6 months of extra cleaning. Chairman Jaynes asked if they would entertain a change to the motion from 6 month to one year. Ginger5 Holdren amended her motion from six month to one year, second by Robin McKamey agreed to amend the motion to one year.

Roll Call:

Randall Jenkins – yes

Mike Hill – yes

Robert Acuff – yes

Brad Johnson – yes

Austin Jaynes – yes

Ginger Holdren – yes

Sonja Culler – yes

Robin McKamey – yes

All in favor, the motion unanimously passed.

Mr. Grindstaff recommended Mayor Barnett and Chairman Jaynes reach out to a few companies, depending on the price, an RFP may not be needed. Both the Mayor and Chairman Jaynes agreed and will contact companies for prices.

d. Century Link

The resolution with CenturyLink is for \$500 per year for 25 years. They will also pay \$1500 to cover the past 3 years that they have not paid. They added a one year out if they decide they do not need the land any longer.

A motion was made by Ginger Holdren, second by Robin McKamey to accept the contract.

Roll Call:

Randall Jenkins – yes

Mike Hill – yes

Robert Acuff – yes

Brad Johnson – yes

Austin Jaynes – yes

Ginger Holdren – yes

Sonja Culler – yes

Robin McKamey – yes

All in favor, the motion unanimously passed.

VI. Old Business

a. EOC construction update

Finished except for fencing and internet. Internet will be in next week.

b. Courthouse security update

After several disagreements, County Attorney Hardin, Mayor Barnett and Chairman Jaynes met with architect and contractors and came to an agreement. The work will start on August 10,2020.

Ms. Holdren thanked the Attorney Hardin and the committee for the work that they have done.

c. Sluder Property

Mayor Barnett updated that the septic tank, fill lines are in. Water and electric will be going in soon. Moving forward

d. ADA transition plan (Mr. Smith will update in July)

On hold

e. County Archive Department

On hold

f. Building & Ground Supervisor

Mayor Barnett stated that we already have a guy working for the county, no need to look any farther. Chairman Jaynes stated that we needed to interview and make sure it done correctly. Please everyone suggest what you want the requirements to be. Defer to next month.

g. Northeast State Community College Contract

Already discussed in Health & Welfare

h. Courthouse Boiler

The boiler is in good shape, the study is attached with a list of improvements needed. Chairman Jaynes asked the Mayor to reach out to NorWell for estimates on the

improvements. Isaiah Grindstaff asked about the back flow, may need to go back to last inspection and see if the leak was mentioned. Mayor Barnett stated that during the winter NorWell was here almost every week. He stated that Roy & Ron have worked on it and bought the chemicals and the treatments are being taken care of.

i. Recycle Center

Update RFP Workforce Development has had 5 responses a few local, will get information sent out for recommendations.

a. Commissioner Comments

Ms. Holdren asked if we were under contract with Northeast State. Yes, they have paid through July 2021. Mr. Johnson stated that we needed to hire an AE and start on the evaluations on what needs to be done to the property and what the tenants need. Chairman Jaynes believes that the county school system could use some of the space for their vocational classes. Kids are being bussed all over the county it might be nice to have a place that can be utilized for all vocational programs.

Mayor Barnett told the committee that the probation office wanted to renew their lease. Does the committee want to change the lease amount or renew at all?

Attorney Hardin stated that the lease period is 2 years for \$806 per month. Chairman Jaynes asked the committee if we wanted to ask for more.

A motion was made by Ginger Holdren, second by Sonja Culler to offer a renewal of the the lease with the same conditions, no changes.

Roll Call:

Randall Jenkins – yes

Mike Hill – yes

Robert Acuff – yes

Brad Johnson – yes

Austin Jaynes – yes

Ginger Holdren – yes

Sonja Culler – yes

Robin McKamey – yes

All in favor, the motion unanimously passed.

Mayor Barnett also informed the committee that the Department of Forestry wants to rent office space (10x10) for \$500 per month. Discussion ensued as to where they would have the proper space for their needs.

A motion was made by Ginger Holdren, second by Robin McKamey for Attorney Hardin, Mayor Barnett, and Chairman Jaynes to move forward in the selection of a space for \$500 per month for the Department of Forestry.

Roll Call:

Randall Jenkins – yes

Mike Hill – yes

Robert Acuff – yes

Brad Johnson – yes

Austin Jaynes – yes

Ginger Holdren – yes

Sonja Culler – yes

Robin McKamey -- yes

All in favor, the motion unanimously passed. Brad Johnson suggested that they be put into the center security office. Ms. Holdren thanked the Mayor for his hard work.

b. Adjournment

A motion to adjourn was made by Mike Hill, second by Robert Acuff. The motion was unanimously approved. Meeting was adjourned at 9:33 pm.

Respectfully Submitted by

Gwen Crowe