



Effingham County Board
101 N. 4th Street, Suite 301, Effingham, IL
217.342.4990

April 9, 2024 8:30 AM
Building and Grounds Committee Meeting

MINUTES

Committee Members Present: Doug McCain, Norbert Soltwedel, Tim Ellis

Other Board Members Present: Joshua Douthit

Committee Member Absent: None

Others Present: Sheriff Kuhns, Travis Buhnerkempe

Minutes

- Minutes from March 12, 2024 meeting were approved. T. Ellis motioned/D. McCain seconded. Unanimous. **Motion carried.**

Unfinished Business

- TREC Trail – No update. J. Douthit to inquire if a County Board member may be included on TREC Board.
- County Courthouse Pavilion – J. Douthit stated he has a meeting on Friday with the Illinois Historical Preservation Society in regards to their concern the new pavilion will obstruct view of courthouse. J. Douthit shared the grant is pending review of this concern.
- Farmer’s Market – Date Extension - D. McCain motioned to extend date of Farmer’s Market to October 26, 2024. T. Ellis seconded. Unanimous. **Motion Carried.**

New Business

- County Building Windows Replacement – J. Douthit shared drafted RFP with committee members stating the State’s Attorney has reviewed and has no concerns. J. Douthit recommends posting RFP after board approval on April 15th with a due date of May 3rd at 4pm. Building and Grounds Committee will open bids at May 14th, 2024 committee meeting and make recommendation to the board. J. Douthit shared anticipation of a minimum of two (2) bids received. T. Ellis shared concerns with specs on windows and requested RFP ensure bids received are equal in specs. J. Douthit stated RFP requires commercial grade windows so it should eliminate concerns on varied specs in the bidding process. J. Douthit suggested a requirement of those who bid to attend the May 2024 Building and Grounds Committee meeting to answer any committee questions. N. Soltwedel suggested the RFP request submission of window specs with bid. J. Douthit agreed. T. Ellis inquired on tint on glass in RFP. J. Douthit shared a site visit is required for RFP bidding and suggested this visit would be opportunity to urge bidder to meet current window standard in tinting. T. Ellis inquired on number of windows included in drafted RFP. J. Douthit confirmed 96 opening windows are included. T. Ellis motioned to move approval of windows replacement RFP and publication of windows replacement RFP to full board. D. McCain seconded. Unanimous. **Motion Carried.**

General Information/Public Comments

- J. Douthit provided list and update on Capital Improvement Advisory Committee recommended projects being sent to full board for approval.

Closed Session

Adjournment

- T. Ellis motioned and D. McCain seconded that the meeting be adjourned. Unanimous. **Motion Carried.**

Minutes submitted by Angie Thompson, County Board Administrator