



Effingham County Board  
101 N. 4<sup>th</sup> Street, Suite 301, Effingham, IL  
217.342.4990

October 14, 2025 8:30 AM  
**Building and Grounds Committee Meeting**

**MINUTES**

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

Other Board Members Present: Josh Douthit

Committee Member Absent:

Others Present: Sheriff Kuhns, Travis Buhnerkempe, Jodi Thoele (City)

**Minutes**

- Minutes from September 9, 2025 meeting were approved. T. Ellis motioned/D. McCain seconded. Unanimous. ***Motion carried.***

**Unfinished Business**

- County Building Updates
  - Flooring – T. Buhnerkempe reported all flooring is completed, however still waiting on some 8- inch base that is currently on order.
  - Sheriff's Office Renovations – T. Buhnerkempe reported all completed, however some furniture is on backorder expected to arrive around October 20<sup>th</sup>. Sheriff stated all Sheriff's Office entry doors will have Sheriff's patch with restricted area notice. J. Douthit inquired on remaining space in Benwood Conference Room. J. Douthit recommended the purchase of a television to complete conference room.
  - Third Floor Breakroom – No update.
- Government Building Flag Pole – Sheriff stated flag pole has arrived and City plans to assist in installation, however may be after the Christmas season.

**New Business**

- City of Effingham – Light Up the Lawn – J. Thoele shared layout for Christmas display this year. T. Ellis motioned to approve use of Courtyard for Light Up the Lawn. D. McCain seconded. Unanimous. ***Motion carried.***
- Republican Central Committee Booth – Halloween Parade – Agenda item withdrawn from requestee.
- Historic Courthouse – Emergency Roof Repair – J. Douthit shared membrane roofing was failing along the seam tapes and causing water damage. J. Douthit confirmed sufficient funds in contingency to cover costs. J. Douthit stated ProVantage has been extremely responsive and has already repaired parts of EDM roofing without charge, however has needed to return to do more intense work to repair leaks. J. Douthit reported work has been completed and the remaining rubber portion will be good for another 10 years. J. Douthit stated he is very pleased with ProVantage. D. McCain motioned to approve disbursement of \$13,100.00 in contingency funding for emergency roof repair. T. Ellis seconded. Unanimous. ***Motion carried.***
- Elevator Repair/Maintenance – Sheriff stated one elevator is down in Government Building. Sheriff reported elevator opener is no longer functioning and replacement is obsolete needing a whole new opener system. Sheriff stated OTIS has recommended to replace all and is cheaper to do all three, however this is an unexpected expense. Sheriff shared estimate from OTIS, holder of current maintenance agreement, to be \$35,000.00 to replace. Discussion on contingency fund balance and possible use of funds for replacement. Sheriff to investigate full package of three elevators. Committee agreed topic to go to full board without committee recommendation.
- Elevator Agreement – Sheriff shared current maintenance contract and struggles with current contract. Sheriff recommended a rebid for maintenance agreement; however current contract has already renewed. No motion. Committee to follow up closer to contract renewal date.
- Control Systems at Government Center – T. Buhnerkempe reported access permissions are same, however fobs are no longer working due to four control boards on system that are no longer talking properly. T. Buhnerkempe reported replacement

boards are obsolete and technicians have stated replacement of control panels could be costly with an estimate around \$30,000.00 to replace all four panels. T. Ellis recommended investigating longevity of panels. No motion.

#### **General Information/Public Comments**

#### **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