

Administration Committee Meeting Report

Tuesday, June 14, 2022, 5:00 p.m., HC Courthouse, First Floor Small Courtroom

Members present: Jill Darin, Kippy Breeden, Marshall Jones, Jim Thompson, Kathy Nelson, Joe Garrity and Jim Padilla Members absent: Ex-Officio members present: Others present: Erin Knackstedt, Rosemary Rathjen, Mike Ellis, Scott Evans, DAIKIN Representatives Shey, Jeff, and Doug,

Chairman Darin called the meeting to order at 5:00 p.m.

Member Padilla moved to approve the agenda, Member Garrity seconded, all were in favor and motion carried

Member Jones moved to approve the May 10, 2022 minutes, Member Padilla seconded, all were in favor and the motion carried.

Under Presentations, DAIKIN representatives reviewed the proposal for the roofing project. This scope included the complete roof replacement for the complex to a more insulated, energy efficient product with a twenty year warranty. They discussed the bell tower options and broke down the pricing. The committee asked several questions regarding condition, type of roofing material, possible structural issues on the old courthouse side, and timeline.

Under public comment, Mike Ellis from Quantum Consulting gave an update on the increase in capacity charges and reasons for the substantial increase.

Scott Evans updated the committee on activities for the month of May which included, but was not limited to, custodian, DOC evaluation, removal of plexiglass in courtrooms, hot water issues, and the violations issued. The hot water heater need emergency repairs to replace a section of bad piping and fittings heading into and out of the holding tank. The repairs were revealed as part of the county ICRMT safety inspection held this spring.

The electricity, gas, and water usage charts were discussed. There was a brief discussion regarding the large increase in capacity charges for electric over the next year.

Rosemary Rathjen updated the committee on IS activities for the month of May which include but was not limited to, website live, .gov domain transition, accounting server updates, and court grant progress.

There was no old business.

The claims report for the month of May were reviewed.

Under New Business, the medical claims and fund balance for the month of May claims were reviewed. There was a brief discussion on the fund balance and claims.

Member Jones moved to approve the roof/clocktower plan, Member Nelson seconded, there was a roll call vote, all were in favor and the original motion carried. Administrator Knackstedt gave an overview of the project and discussed the funding options available to the committee.

Member Nelson moved to approve the re-insurance renewal, Member Jones seconded, there was a roll call vote, all were in favor and the motion carried.

The next regular Administration Committee meeting was set for Tuesday, July 12, 2022 at 5:00 p.m.

With no further business to discuss, Member Padilla moved to adjourn, Member Nelson seconded, all were in favor and motion carried.

Respectfully submitted, Erin Knackstedt, County Administrator